

## Agenda

City of Ada  
Special Meeting of the Ada City Council  
December 18, 2014 – 5:30 p.m.  
Council Chambers – City Hall

- I. Call to Order
- II. Roll Call
- III. Business
  - A. Approve Resolution 2014-12-02 – adopting final 2015 budget.
  - B. Approve Resolution 2014-12-03 – setting the final tax levy.
  - C. First reading - Ordinance 459 – transfer of funds.
  - D. Approve Resolution 2014-12-04 – authorize Mayor and Clerk to sign grant agreement.
  - E. Approve Joint Powers Agreement with the Drug Task Force.
  - F. Second reading – Ordinance 458 – Sunday Liquor Sales.
  - G. Approve Cost Of Living Adjustment for 2015.
  - H. Moore Engineering - DNR Reimbursement Request.
  - I. Approve appointment to Negotiating Committee.
  - J. Council Orientation.
  - K. Council Work Session.
  - L. Closed session to discuss labor negotiations strategy.
- IV. Adjourn.

**RESOLUTION NO. 2014-12-02**

**STATE OF MINNESOTA  
COUNTY OF NORMAN  
CITY OF ADA**

**RESOLUTION ADOPTING CITY OF ADA FINAL BUDGET  
FOR CALENDAR YEAR 2015**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ADA THAT:**

Section 1. The Annual Budget of the City of Ada for the calendar year beginning January 1, 2015, which has been submitted by the City Clerk to the City Council is hereby adopted; the totals of said final budget with the revenues and appropriations as indicated on pages one (1) and two (2) of the attached budget.

Section 2. The City Clerk is hereby directed to cause the appropriate accounting entries to be made in the books of the City.

The foregoing resolution was introduced by Council member \_\_\_\_ and seconded by Council member \_\_\_\_ who moved its adoption and vote on the acceptance was recorded as follows:

Ayes:

Nayes: None.

Absent: None.

The Mayor then declared this resolution passed this 18<sup>th</sup> day of December, 2014.

\_\_\_\_\_  
Jim Ellefson, Mayor

ATTEST:

\_\_\_\_\_  
Kristi Henderson, Interim Clerk/Treasurer

**City of Ada**  
**2015 Budget**  
**15-Dec-2014**

**Levy Summary by Fund**

Fund Code	Fund Description	Fund Balance As of 6/30	Anticipated Fund Balance	Proposed Budget Surplus (Deficit)	2015 Gross Required Levy	Minus 2015 Debt Levy	Minus 2015 Fund Cash Reserve Usage	Minus 2015 Transfers from Other Funds	Equals Payable 2015 Net Levy	Payable 2014 Net Levy	%Increase or (Decrease) over 12 Levy
101	General Fund	-172,732		-302,683	302,683				302,683	298,001	1.57%
206	ARR 88 Revolving Loan Fund	10,873		0	0				0	0	
208	Ada EDA Dev. & Rev. Loan Fund	71,405		-15,000	15,000		15,000		0	0	
211	Library Fund	5,972		-11,100	11,100		0		11,100	10,700	3.74%
406	Public Works Fund	45,204		-16,200	16,200		10,000		6,200	6,400	-3.13%
602	Water & Sewer Fund	-478,700		-76,086	76,086				0	0	
	Community Center Maintenance Fund	488,474		10,000	-10,000				0	0	
	Recreation Development Fund	33,975		0	0				0	0	
	Long-Term Designated Capital Fund	1,003,225		140,100	140,100			95,100	45,000	45,000	0.00%
	Debt Service Funds	152,296		0	0				0	0	
	Total TIF Funds	68,512		0	0				0	0	
604	Electric Utilities Fund	405,335		182,664	-182,664				0	0	
609	Liquor Fund	265,606		7,988	-7,988				0	0	
	Hospital Fund	797,527									
Totals		2,696,974	0	-80,317	360,517	0	25,000	95,100	364,983	360,101	1.36%

2014 Levy (Non-Debt) **\$360,101**  
 2015 Levy (Non-Debt) **\$364,983**  
 2014 Total Levy Including Debt Levy **\$360,101**  
 2015 Total Levy Including Debt Levy **\$364,983**  
 Percent Increase **1.36%**

**City of Ada**  
**2015 Budget**  
**15-Dec-2014**  
**Revenue Summary by Fund**

Fund Code	Fund Description	As of 6/30				Actual as % of Budget	Proposed 2015 Budget	%Increase or (Decrease) over 14 Budget
		2011 Actual	2012 Actual	2013 Actual	2014 YTD			
101	General Fund	1,385,780	1,482,149	1,532,324	359,274	23.97%	1,588,584	5.97%
206	ARP 88 Revolving Loan Fund	5,038	0	0	0	ERR	0	ERR
208	Ada EDA Dev. & Rev. Loan Fund	12,966	0	0	5,473	21.89%	10,000	-60.00%
211	Library Fund	10,021	0	0	6,400	55.17%	0	-100.00%
406	Public Works Fund	5,819	0	0	3,650	22.25%	0	-100.00%
602	Water & Sewer Fund	576,882	598,294	639,357	377,307	58.84%	591,372	-7.77%
	Community Center Maintenance Fund	11,411	0	0	0	0.00%	10,000	-50.00%
	Recreation Development Fund	480	0	0	88	17.60%	0	-100.00%
	Long-Term Designated Capital Fund	181,253	143,290	153,193	26,109	18.06%	140,100	-3.11%
	Debt Service Funds	102,718	135,302	102,718	45,595	84.82%	109,517	103.72%
	TIF Funds	17,104	17,858	20,860	10,688	71.25%	15,000	0.00%
604	Electric Utilities Fund	1,537,719	1,516,670	1,551,662	838,695	51.85%	1,915,213	18.39%
609	Liquor Fund	571,259	585,947	551,067	247,988	44.74%	531,200	-4.17%
Total Revenues		4,418,449	4,479,509	4,551,181	1,921,266	41.77%	4,910,986	6.78%

**City of Ada**  
**2015 Budget**  
**15-Dec-2014**  
**Expenditure Summary by Fund**

Fund Code	Fund Description	As of 6/30				Actual as % of Budget	Proposed 2015 Budget	%Increase or (Decrease) over 14 Budget
		2011 Actual	2012 Actual	2013 Actual	2014 YTD			
101	General Fund	1,467,033	1,372,528	1,500,426	769,342	50.49%	1,588,584	4.25%
206	ARP 88 Revolving Loan Fund	1,500	11,974	0	0	ERR	0	ERR
208	Ada EDA Dev. & Rev. Loan Fund	5,000	20,000	20,000	20,000	80.00%	25,000	0.00%
211	Library Fund	11,580	10,253	0	5,708	49.21%	11,100	-4.31%
406	Public Works Fund	16,200	16,200	16,200	16,200	98.78%	16,200	-1.22%
602	Water & Sewer Fund	546,449	544,625	570,118	333,550	52.84%	667,458	5.74%
	Community Center Maintenance Fund	15,689	38,632	41,760	0	ERR	0	ERR
	Recreation Development Fund	2,872	2,520	0	0	ERR	0	ERR
	Long-Term Designated Capital Fund	169,240	59,490	126,213	36,410	80.91%	0	-100.00%
	Debt Service Funds	1,312,426	18,047	96,994	52,766	98.15%	97,495	81.36%
	TIF Funds	8,195	8,825	7,783	39,204	261.36%	15,000	0.00%
604	Electric Utilities Fund	1,523,292	1,525,905	1,598,219	631,034	39.01%	1,732,549	7.10%
609	Liquor Fund	549,787	537,656	531,026	247,843	45.04%	523,212	-4.92%
Total Expenditures		5,629,264	4,166,654	4,508,740	2,152,056	47.93%	4,676,599	4.16%

# City of Ada - 2015 Budget

15-Dec-2014

## General Fund Expenditures

Expense Code	Expense Description	2011 Actual	2012 Actual	2013 Actual	2014 Actual 6/30	2014 Budget	Actual as % of Budget	Proposed 2015 Budget	% Increase or (Decrease) over 14 Budget
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### General Government

#### Mayor & Council

103 Salaries - Part Time	25,200	25,200	25,200	12,600	25,200	50.00%	25,200	0.00%
122 FICA Contribution	1,562	1,562	1,562	781	1,562	50.01%	1,562	0.00%
125 Medicare Contribution	366	366	366	183	366	49.98%	366	0.00%
201 Office Supplies	43	38	60	7	200	3.57%	200	0.00%
331 Registration Fees-Conf/School	0	0	395	0	500	0.00%	500	0.00%
332 Mileage and Meal Expenses	500	72	8	0	500	0.00%	500	0.00%
333 Hotel/Motel Expenses	112	0	0	0	500	0.00%	500	0.00%
340 Advertising & Promotions	6,405	5,314	8,648	5,484	4,577	119.81%	5,500	20.17%
350 Printing & Publishing & Televised Mtgs.	3,287	5,021	1,966	1,644	3,000	54.79%	3,500	16.67%
361 Insurance - Liab/Prop/Auto	177	169	313	280	500	56.03%	300	-40.00%
362 Insurance - Work Comp	55	22	81	218	60	363.33%	200	233.33%
364 Bond Insurance	200	100	0	0	100	0.00%	0	-100.00%
432 Dues and Subscriptions	135	1,729	4,483	976	2,600	37.54%	2,600	0.00%
433 Misc. Expenses	3,965	1,791	6,788	2,629	2,000	131.43%	2,000	0.00%
570 Capital Outlay	0	0	0	0	0	ERR	0	ERR
<b>Total Mayor &amp; Council</b>	<b>42,007</b>	<b>41,385</b>	<b>49,871</b>	<b>24,802</b>	<b>41,665</b>	<b>59.53%</b>	<b>42,928</b>	<b>3.03%</b>

### City Clerk

101 Salaries - Full Time	88,787	95,649	90,858	45,795	95,649	47.88%	115,139	20.38%
102 Salaries - Overtime	0	0	267	0	0	ERR	0	ERR
104 Salaries - Temporary Help	0	0	0	0	0	ERR	0	ERR
121 PERA Contribution	9,435	9,526	8,902	4,837	9,888	48.91%	12,339	24.78%
122 FICA Contribution	7,411	8,177	8,055	4,133	7,623	54.22%	10,552	38.42%
125 Medicare Contribution	1,733	1,912	1,884	967	1,782	54.24%	2,468	38.48%
131 Health/Dental Contribution	29,171	29,260	37,759	20,768	40,160	51.71%	32,201	-19.82%
201 Office Supplies	1,328	236	378	520	1,500	34.67%	1,500	0.00%
221 Repair & Maintenance - Equip.	0	75	0	0	300	0.00%	300	0.00%
301 Auditing & Accounting Services	0	0	0	0	0	ERR	0	ERR
309 Software Assistance & Support	2,573	2,342	1,707	150	2,500	6.00%	2,500	0.00%
314 Professional Services (Human Resources Consult)	0	0	750	0	0	ERR	0	ERR
321 Telephone	3,129	3,215	3,533	1,906	3,600	52.94%	4,450	23.61%
322 Postage	1,274	2,211	1,700	790	1,600	49.39%	1,600	0.00%
331 Registration Fees-Conf/School	515	587	753	490	800	61.25%	1,500	87.50%
332 Mileage and Meal Expenses	1,005	650	1,635	711	1,000	71.13%	1,500	50.00%
333 Hotel/Motel Expenses	879	700	897	410	800	51.25%	1,500	87.50%
361 Insurance - Liab/Prop/Auto	943	872	1,976	979	1,300	75.28%	1,000	-23.08%
362 Insurance - Work Comp	715	261	764	824	900	91.55%	900	0.00%
364 Bond Insurance	55	0	0	0	0	ERR	0	ERR
432 Dues and Subscriptions	130	0	661	548	800	68.50%	800	0.00%
433 Misc. Expenses	0	246	3,069	4,403	1,000	440.30%	9,100	810.00%
570 Capital Outlay	0	0	0	0	0	ERR	0	ERR
<b>Total City Clerk</b>	<b>149,081</b>	<b>155,919</b>	<b>165,547</b>	<b>88,229</b>	<b>171,202</b>	<b>51.54%</b>	<b>199,348</b>	<b>16.44%</b>

# City of Ada - 2015 Budget

15-Dec-2014

## General Fund Expenditures

Expense Code	Expense Description	2011 Actual	2012 Actual	2013 Actual	2014 Actual 6/30	2014 Budget	Actual as % of Budget	Proposed 2015 Budget	%Increase or (Decrease) over 14 Budget
<b>Elections</b>									
106	Salaries - Contracted EE	0	2,278	0	0	3,000	0.00%	0	-100.00%
201	Office Supplies	0	210	0	41	300	13.75%	0	-100.00%
221	Repair & Maintenance - Equip.	0	0	0	0	0	ERR	0	ERR
350	Printing & Publishing	0	0	0	0	0	ERR	0	ERR
570	Capital Outlay	0	0	0	0	0	ERR	0	ERR
<b>Total Elections</b>		0	2,488	0	41	3,300	1.25%	0	-100.00%
<b>Auditing</b>									
301	Auditing & Accounting Services	13,640	14,290	14,440	14,000	14,900	93.96%	14,500	-2.68%
<b>Assessing</b>									
310	Assessing	7,476	7,539	7,511	7,616	7,600	100.21%	7,700	1.32%
<b>Legal</b>									
304	Legal Fees	19,585	57,053	67,511	43,587	30,000	145.29%	45,000	50.00%
<b>Planning &amp; Zoning/Building Inspection</b>									
103	Salaries - Part Time	0	0		0	0	ERR	0	ERR
106	Salaries - Contracted EE	11,267	13,034	11,382	5,333	10,000	53.33%	10,000	0.00%
122	FICA Contribution	0	0		0	0	ERR	0	ERR
125	Medicare Contribution	0	0		0	0	ERR	0	ERR
303	Engineering Fees	0	0		2,620	0	ERR	0	ERR
304	Legal Fees	0	0		0	0	ERR	0	ERR
314	Professional Services (Comprehensive Plan & Training)	0	0		0	0	ERR	0	ERR
350	Printing & Publishing	0	0		0	0	ERR	0	ERR
433	Misc. Expenses	253	1,512	192	46	600	7.67%	200	-66.67%
<b>Total Planning &amp; Zoning</b>		11,520	14,547	11,574	7,999	10,600	75.47%	10,200	-3.77%
<b>City Hall</b>									
103	Salaries - Part Time	848	668		0	0	ERR	0	ERR
201	Office Supplies	4,688	3,337	4,577	2,606	4,000	65.15%	4,000	0.00%
221	Repair & Maintenance - Equip.	870	812	2,194	981	1,800	54.48%	1,800	0.00%
361	Insurance - Liab/Prop/Auto	181	161	589	265	700	37.90%	500	-28.57%
362	Insurance - Work Comp	0	0		0	0	ERR	0	ERR
380	Utilities	5,728	2,954		0	0	ERR	0	ERR
433	Misc. Expenses	813	1,794	712	154	1,000	15.45%	1,000	0.00%
442	Bad Debt Expense	0	0		0	0	ERR	0	ERR
570	Capital Outlay	0	0		0	0	ERR	0	ERR
<b>Total City Hall</b>		13,128	9,727	8,072	4,006	7,500	53.42%	7,300	-2.67%
<b>Total General Government</b>		256,439	302,948	324,527	190,281	286,767	66.35%	326,976	14.02%

# City of Ada - 2015 Budget

15-Dec-2014

## General Fund Expenditures

Expense Code	Expense Description	2011 Actual	2012 Actual	2013 Actual	2014 Actual 6/30	2014 Budget	Actual as % of Budget	Proposed 2015 Budget	%Increase or (Decrease) over 14 Budget
Public Safety									
Police									
101	Salaries - Full Time	140,973	107,864	110,093	66,219	177,739	37.26%	145,201	-18.31%
102	Salaries - Overtime	25,766	36,119	38,912	13,450	15,318	87.81%	23,700	54.72%
103	Salaries - Part Time	19,466	19,893	28,346	12,009	0	ERR	24,950	ERR
104	Salaries - Temporary Help	9,212	12,620	13,498	3,090	10,885	28.38%	7,000	-35.69%
121	PERA Contribution	26,585	22,352	24,137	13,181	28,357	46.48%	28,174	-0.65%
122	FICA Contribution	1,753	2,001	2,570	936	2,315	40.44%	1,994	-13.86%
125	Medicare Contribution	2,761	2,511	2,701	1,364	2,992	45.58%	2,915	-2.56%
131	Health/Dental Contribution	33,606	20,216	30,908	28,667	38,806	73.87%	54,100	39.41%
130	1/2 excess sick leave pay out for year	0	0	0	0	0	ERR	0	ERR
201	Office Supplies	2,819	3,287	3,809	1,422	3,500	40.63%	3,500	0.00%
212	Gas & Oil	7,501	8,020	9,618	5,338	8,000	66.73%	10,000	25.00%
221	Repair & Maintenance - Equip.	5,748	3,991	5,763	2,369	4,000	59.22%	4,000	0.00%
321	Telephone	5,716	5,248	4,942	2,706	5,500	49.21%	6,000	9.09%
331	Registration Fees-Conf/School	235	1,495	1,150	2,011	1,500	134.05%	2,500	66.67%
332	Mileage and Meal Expenses	5,563	3,344	3,472	2,130	3,500	60.87%	4,000	14.29%
333	Hotel/Motel Expenses	3,118	2,503	2,257	1,509	3,000	50.29%	3,000	0.00%
350	Printing & Publishing	180	594	3,007	193	1,000	19.30%	1,000	0.00%
361	Insurance - Liab/Prop/Auto	1,512	1,371	2,402	1,354	1,500	90.29%	1,500	0.00%
362	Insurance - Work Comp	5,090	2,317	5,552	4,785	5,000	95.71%	5,000	0.00%
364	Bond Insurance	0	0	0	0	0	ERR	0	ERR
380	Utilities	4,616	2,781	3,859	2,688	5,000	53.77%	5,300	6.00%
412	Building Rent	0	0	0	0	0	ERR	0	ERR
432	Dues and Subscriptions	2,161	2,518	648	980	1,500	65.35%	11,500	666.67%
433	Misc. Expenses	10,535	6,904	13,045	3,377	6,000	56.28%	6,000	0.00%
438	State Aid Payment	0	0	0	0	0	ERR	0	ERR
499	Lease Interest Expense	0	0	0	0	0	ERR	0	ERR
575	Lease Purchase	0	0	0	0	0	ERR	0	ERR
570	Capital Outlay	5,858	4,454	6,105	6,227	18,400	33.84%	5,000	-72.83%
Total Police		320,774	272,402	316,793	176,008	343,812	51.19%	356,334	3.64%
Fire									
101	Salaries - Full Time	28,015	21,260	27,939	0	28,091	0.00%	23,000	-18.12%
103	Salaries - Part Time	9,733	9,946	13,381	6,004	0	ERR	12,700	ERR
121	PERA Contribution	703	724	993	435	845	51.51%	921	8.96%
122	FICA Contribution	2,328	1,927	2,506	372	2,400	15.51%	787	-67.19%
125	Medicare Contribution	544	451	583	87	600	14.50%	184	-69.31%
131	Health/Dental Contribution	0	0	0	0	0	ERR	0	ERR
201	Office Supplies	57	120	334	101	250	40.37%	250	0.00%
210	Misc. Operating Supplies	399	67	1,980	694	750	92.47%	750	0.00%
212	Gas & Oil	2,698	1,822	5,073	245	3,000	8.15%	3,000	0.00%
217	Fire Training Materials	1,103	45	350	0	1,500	0.00%	1,500	0.00%
221	Repair & Maintenance - Equip.	4,826	2,847	6,164	900	3,000	30.01%	3,000	0.00%
228	Repair & Maintenance - Vehicles	4,195	4,036	12,104	130	4,000	3.25%	4,500	12.50%

# City of Ada - 2015 Budget

15-Dec-2014

## General Fund Expenditures

Expense Code	Expense Description	2011 Actual	2012 Actual	2013 Actual	2014 Actual 6/30	2014 Budget	Actual as % of Budget	Proposed 2015 Budget	%Increase or (Decrease) over 14 Budget
301	Auditing & Accounting Services	0	1,750	1,000	0	750	0.00%	750	0.00%
315	HAZMAT Team	0	2,234	2,234	0	2,234	0.00%	2,234	0.00%
321	Telephone	597	480	452	568	600	94.69%	600	0.00%
331	Registration Fees-Conf/School	7,235	305	953	500	1,000	50.00%	1,000	0.00%
332	Mileage and Meal Expenses	962	838	1,407	730	1,000	73.01%	1,000	0.00%
333	Hotel/Motel Expenses	1,054	466	1,101	835	1,000	83.50%	1,000	0.00%
350	Printing & Publishing	120	127	303	0	200	0.00%	200	0.00%
361	Insurance - Lab/Prop/Auto	3,043	2,677	5,004	2,697	4,000	67.42%	2,800	-30.00%
362	Insurance - Work Comp	2,034	752	2,303	3,184	2,000	159.20%	3,200	60.00%
364	Bond Insurance	0	0	0	0	0	ERR	0	ERR
380	Utilities	2,866	1,011	1,838	1,738	3,000	57.95%	3,000	0.00%
412	Building Rent	0	0	0	0	0	ERR	0	ERR
432	Dues and Subscriptions	239	258	319	137	300	45.67%	300	0.00%
433	Misc. Expenses	1,114	1,905	321	977	2,000	48.84%	2,000	0.00%
438	State Aid Payment	18,882	26,979	23,073	0	11,346	0.00%	0	-100.00%
499	Lease Interest Expense	0	0	0	0	0	ERR	0	ERR
575	Lease Purchase	0	0	0	0	0	ERR	0	ERR
570	Capital Outlay	7,799	12,665	11,519	6,258	9,000	69.54%	9,000	0.00%
	<b>Total Fire</b>	<b>100,547</b>	<b>95,691</b>	<b>123,231</b>	<b>26,593</b>	<b>82,866</b>	<b>32.09%</b>	<b>77,676</b>	<b>-6.26%</b>
<b>Civil Defense/Flood Control</b>									
101	Salaries - Full Time	0	0	0	0	0	0	0	0
102	Salaries - Overtime	0	0	0	0	0	0	0	0
104	Salaries - Temporary Help	0	0	0	0	0	0	0	0
121	PERA Contribution	0	0	0	0	0	0	0	0
122	FICA Contribution	0	0	0	0	0	0	0	0
125	Medicare Contribution	0	0	0	0	0	0	0	0
201	Office Supplies	0	0	0	0	0	0	0	0
208	Sandbagging Materials	0	0	0	0	0	0	0	0
210	Misc. Operating Supplies	0	0	0	0	0	0	0	0
212	Gas & Oil	0	0	0	0	0	0	0	0
221	Repair & Maintenance - Equip.	0	0	0	0	0	0	0	0
222	Repair & Maintenance - Buildings	0	0	0	0	0	0	0	0
228	Repair & Maintenance - Vehicles	0	0	0	0	0	0	0	0
305	Debris Clearance	0	0	0	0	0	0	0	0
314	Professional Services	0	0	0	0	0	0	0	0
321	Telephone	160	160	149	80	200	40.08%	160	-20.00%
331	Registration Fees-Conf/School	0	0	0	0	200	0.00%	100	-50.00%
332	Mileage and Meal Expenses	0	0	0	0	200	0.00%	100	-50.00%
333	Hotel/Motel Expenses	0	0	0	0	200	0.00%	100	-50.00%
350	Printing & Publishing	0	0	0	0	0	ERR	0	ERR
404	Repair & Maintenance - Contractual	0	0	0	0	400	0.00%	200	-50.00%
411	Equipment Rental	0	0	0	0	0	ERR	0	ERR
432	Dues and Subscriptions	0	0	0	0	100	0.00%	0	-100.00%
433	Misc. Expenses	200	134	801	50	500	10.07%	300	-40.00%
570	Capital Outlay	3,750	0	0	676	1,000	67.60%	1,000	0.00%



# City of Ada - 2015 Budget

15-Dec-2014

## General Fund Expenditures

Expense Code	Expense Description	2011 Actual	2012 Actual	2013 Actual	2014 Actual 6/30	2014 Budget	Actual as % of Budget	Proposed 2015 Budget	%Increase or (Decrease) over 14 Budget
<b>Total Civil Defense/Flood Control</b>		4,110	294	950	807	2,800	28.80%	1,960	-30.00%
<b>Total Public Safety</b>		425,431	368,387	440,974	203,407	429,478	47.36%	435,970	1.51%

### Public Works - Streets & Sanitation

#### Streets

101	Salaries - Full Time	101,435	79,043	95,290	50,448	115,043	43.85%	102,914	-10.54%
102	Salaries - Overtime	5,628	314	3,673	1,700	7,000	24.29%	7,000	0.00%
104	Salaries - Temporary Help	0	0	0	0	0	ERR	0	ERR
121	PERA Contribution	8,810	6,637	7,348	4,499	8,587	52.40%	7,461	-13.11%
122	FICA Contribution	7,927	6,676	6,876	4,006	8,519	47.02%	6,381	-25.10%
125	Medicare Contribution	1,854	1,561	1,608	937	1,990	47.08%	1,492	-25.01%
130	1/2 excess sick leave pay out for year	0	0	0	0	0	ERR	0	ERR
131	Health/Dental Contribution	0	0	0	0	0	ERR	0	ERR
142	Unemp. Comp. Payment	0	0	0	0	0	ERR	0	ERR
201	Office Supplies	471	320	90	22	400	5.50%	400	0.00%
210	Misc. Operating Supplies	7,780	7,007	6,483	4,909	7,000	70.12%	7,000	0.00%
211	Gravel, Street Repairs Materials	678	400	360	340	2,200	15.45%	2,700	22.73%
212	Gas & Oil	14,392	8,715	20,320	11,924	14,000	85.17%	16,000	14.28%
221	Repair & Maintenance - Equip.	43,722	14,620	18,317	14,437	17,000	84.93%	17,000	0.00%
222	Repair & Maintenance - Buildings	3,548	859	1,690	1,303	5,000	26.06%	5,000	0.00%
303	Engineering Fees	0	0	0	0	0	ERR	0	ERR
321	Telephone	1,326	1,318	1,338	780	1,400	55.73%	1,500	7.14%
331	Registration Fees-Conf/School	140	0	80	20	400	5.00%	400	0.00%
332	Mileage and Meal Expenses	0	0	0	0	200	0.00%	200	0.00%
333	Hotel/Motel Expenses	0	0	0	0	200	0.00%	200	0.00%
350	Printing & Publishing	275	0	222	224	300	74.59%	300	0.00%
361	Insurance - Liab/Prop/Auto	5,546	4,949	9,951	4,569	6,000	76.15%	5,000	-16.67%
362	Insurance - Work Comp	6,628	2,806	7,765	5,993	7,000	85.61%	6,500	-7.14%
364	Bond Insurance	0	0	0	0	0	ERR	0	ERR
380	Utilities	2,622	2,100	2,445	2,059	3,000	68.63%	3,500	16.67%
404	Repair & Maintenance - Contractual	8,517	11,676	8,810	190	9,000	2.11%	9,000	0.00%
413	Misc. Rents	91	0	250	270	500	54.00%	500	0.00%
433	Misc. Expenses	6,896	3,470	4,125	3,973	4,000	99.31%	5,000	25.00%
499	Lease Interest Expense	0	0	0	0	0	ERR	0	ERR
570	Capital Outlay	9,392	6,283	8,373	3,263	12,500	26.10%	12,500	0.00%
571	New Construction	0	0	0	0	0	ERR	0	ERR
574	Sealcoating	0	0	0	0	0	ERR	0	ERR
575	Lease Purchase	0	0	0	0	0	ERR	0	ERR
<b>Total Streets</b>		237,676	158,755	205,415	115,865	231,239	50.11%	217,948	-5.75%

### Storm Sewers

221	Repair & Maintenance - Equip.	1,186	-555	1,662	0	1,000	0.00%	1,000	0.00%
303	Engineering Fees	0	0	0	0	1,500	0.00%	1,500	0.00%
404	Repair & Maintenance - Contractual	9,425	340	7,494	0	4,500	0.00%	4,500	0.00%

# City of Ada - 2015 Budget

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## General Fund Expenditures

Expense Code	Expense Description	2011 Actual	2012 Actual	2013 Actual	2014 Actual 6/30	2014 Budget	Actual as % of Budget	Proposed 2015 Budget	%Increase or (Decrease) over 14 Budget
<b>Street Lighting</b>									
221	Repair & Maintenance - Equip.	709	421	300	230	750	30.61%	750	0.00%
380	Utilities	21,301	17,270	14,055	7,607	18,000	42.26%	15,200	-15.56%
433	Misc. Expenses	623	1,963	243	0	2,000	0.00%	2,000	0.00%
<b>Total Street Lighting</b>		22,632	19,655	14,598	7,837	20,750	37.77%	17,950	-13.49%
<b>Garbage/Trash Collection</b>									
306	Garbage Contract Fees	126,780	126,780	126,780	74,928	132,000	56.76%	149,856	13.53%
350	Printing & Publishing	0	845	751	540	1,200	45.01%	950	-20.83%
433	Misc. Expenses	17,258	14,195	14,772	15,612	14,000	111.51%	16,000	14.29%
<b>Total Garbage/Trash Collection</b>		144,038	141,821	142,303	91,080	147,200	61.87%	166,806	13.32%
<b>Weed Control</b>									
210	Misc. Operating Supplies	188	191	407	0	800	0.00%	800	0.00%
413	Misc. Rents	0	0	0	0	200	0.00%	200	0.00%
433	Misc. Expenses	0	0	0	0	100	0.00%	100	0.00%
<b>Total Weed Control</b>		188	191	407	0	1,100	0.00%	1,100	0.00%
<b>Insect Control</b>									
216	Chemicals	7,792	0	4,117	5,432	5,000	108.65%	7,000	40.00%
221	Repair & Maintenance - Equip.	158	2	0	0	800	0.00%	800	0.00%
433	Misc. Expenses	62	0	0	0	100	0.00%	100	0.00%
570	Capital Outlay	0	0	0	0	0	ERR	0	ERR
<b>Total Insect Control</b>		8,012	2	4,117	5,432	5,900	92.07%	7,900	33.90%
<b>Total Public Works - Streets &amp; Sanitation</b>									
		423,458	320,209	376,351	220,214	419,489	52.50%	435,004	3.70%
<b>Recreation/Culture</b>									
<b>Senior Citizens</b>									
213	Senior Meals Contribution	0	0	0	0	0	ERR	0	ERR
321	Telephone	177	476	20	0	0	ERR	0	ERR
<b>Total Senior Citizens</b>		177	476	20	0	0	ERR	0	ERR
<b>Recreation</b>									
103	Salaries - Part Time	0	0	0	0	0	ERR	0	ERR
122	FICA Contribution	0	0	0	0	0	ERR	0	ERR
125	Medicare Contribution	0	0	0	0	0	ERR	0	ERR
201	Office Supplies	0	0	0	0	0	ERR	100	ERR

# City of Ada - 2015 Budget

15-Dec-2014

## General Fund Expenditures

Expense Code	Expense Description	2011 Actual	2012 Actual	2013 Actual	2014 Actual 6/30	2014 Budget	Actual as % of Budget	Proposed 2015 Budget	% Increase or (Decrease) over 14 Budget
210	Misc. Operating Supplies	1,501	812	1,999	1,851	500	370.27%	500	0.00%
212	Gas & Oil	0	0	0	0	200	0.00%	200	0.00%
321	Telephone	0	0	0	0	0	ERR	0	ERR
350	Printing & Publishing	0	0	85	163	100	163.14%	175	75.00%
361	Insurance - Liab/Prop/Auto	48	46	63	102	100	102.00%	150	50.00%
362	Insurance - Work Comp	58	4	0	0	0	ERR	0	ERR
364	Bond Insurance	0	0	0	0	1,000	21.33%	2,500	150.00%
380	Utilities	823	5,995	2,881	213	5,000	100.00%	5,500	10.00%
433	Misc. Expenses	6,310	5,078	5,160	5,000	0	ERR	0	ERR
434	Diamond Expenses	1,165	0	0	0	0	ERR	0	ERR
435	Baseball/Softball	808	0	3,783	0	0	ERR	0	ERR
570	Capital Outlay	0	0	0	0	0	ERR	0	ERR
<b>Total Recreation</b>		<b>10,713</b>	<b>11,935</b>	<b>13,971</b>	<b>7,330</b>	<b>6,900</b>	<b>106.23%</b>	<b>9,125</b>	<b>32.25%</b>

<b>Community Center</b>									
101	Salaries - Full Time	38,663	43,426	19,689	17,608	40,355	43.63%	44,113	9.31%
103	Salaries - Part Time	63,721	62,954	79,307	38,249	60,000	63.75%	74,528	24.21%
121	PERA Contribution	5,353	5,480	4,367	2,920	5,535	52.75%	5,957	7.62%
122	FICA Contribution	6,025	6,375	5,840	3,333	6,337	52.60%	7,573	19.50%
125	Medicare Contribution	1,409	1,491	1,366	780	1,481	52.64%	1,771	19.58%
131	Health/Dental Contribution	14,276	13,098	4,724	2,659	13,423	19.81%	15,668	16.72%
201	Office Supplies	1,874	986	979	227	1,000	22.71%	1,500	50.00%
210	Misc. Operating Supplies	5,267	4,600	10,247	3,703	5,000	74.06%	7,000	40.00%
216	Chemicals	7,483	7,626	10,063	4,017	8,500	47.26%	9,000	5.88%
221	Repair & Maintenance - Equip.	6,203	11,382	12,167	2,260	8,000	28.25%	9,500	18.75%
222	Repair & Maintenance - Buildings	12,211	4,702	5,489	1,790	5,000	35.79%	6,000	20.00%
255	Merchandise Resale Items	197	307	280	0	300	0.00%	300	0.00%
305	Debris Clearance	0	0	0	0	0	ERR	0	ERR
312	Contracted Cleaning Services	0	0	0	0	0	ERR	0	ERR
314	Professional Services	0	0	0	0	0	ERR	0	ERR
321	Telephone	2,894	2,904	2,827	1,584	2,900	54.61%	3,200	10.34%
322	Postage	90	150	90	30	200	15.00%	250	25.00%
340	Advertising	3,508	3,443	5,391	1,147	3,500	32.76%	4,000	14.29%
350	Printing & Publishing	0	90	45	0	100	0.00%	200	100.00%
361	Insurance - Liab/Prop/Auto	3,500	3,115	5,906	5,244	5,000	104.87%	5,500	10.00%
362	Insurance - Work Comp	2,536	748	3,240	3,137	3,800	82.55%	3,500	-7.89%
364	Bond Insurance	0	0	0	0	0	ERR	0	ERR
380	Utilities	40,237	37,373	36,078	19,691	40,000	49.23%	40,000	0.00%
404	Repair & Maintenance - Contractual	0	0	0	0	0	ERR	0	ERR
412	Building Rent	0	0	0	0	0	ERR	0	ERR
431	Cash Short/Over	0	0	5,235	2,581	0	ERR	0	ERR
433	Misc. Expenses	1,755	1,771	0	0	2,000	129.04%	6,500	225.00%
570	Capital Outlay	0	10,370	0	0	0	ERR	0	ERR
<b>Total Community Center</b>		<b>217,201</b>	<b>222,393</b>	<b>213,331</b>	<b>110,958</b>	<b>212,431</b>	<b>52.23%</b>	<b>246,059</b>	<b>15.83%</b>

Skating Rink

# City of Ada - 2015 Budget

15-Dec-2014

## General Fund Expenditures

Expense		2011	2012	2013	2014	2014	Actual	Proposed	%Increase
Code	Expense Description	Actual	Actual	Actual	Actual 6/30	Budget	as % of Budget	2015 Budget	or (Decrease) over 14 Budget
Total Skating Rink									
103	Salaries - Part Time	716	1,576	1,606	1,151	2,100	54.79%	2,100	0.00%
122	FICA Contribution	44	98	108	71	150	47.55%	150	0.00%
125	Medicare Contribution	10	23	25	17	40	41.65%	40	0.00%
210	Misc. Operating Supplies	0	0	229	0	150	0.00%	200	33.33%
380	Utilities	196	171	192	181	350	51.78%	400	14.29%
433	Misc. Expenses	423	71	192	128	200	64.12%	500	150.00%
570	Capital Outlay	0	0	0	0	0	ERR	0	ERR
Total Skating Rink		1,390	1,939	2,160	1,548	2,990	51.77%	3,390	13.38%
Parks/Cemetery									
101	Salaries - Full Time	0	0	0	0	0	ERR	0	ERR
104	Salaries - Temporary Help	12,937	16,014	10,851	3,129	9,500	32.94%	9,500	0.00%
121	PERA Contribution	0	0	0	0	0	ERR	0	ERR
122	FICA Contribution	0	0	0	0	0	ERR	0	ERR
125	Medicare Contribution	0	0	0	0	0	ERR	0	ERR
210	Misc. Operating Supplies	3,400	1,749	2,654	103	1,200	8.56%	1,200	0.00%
212	Gas & Oil	1,576	1,864	1,658	589	2,000	29.93%	2,000	0.00%
221	Repair & Maintenance - Equip.	3,951	1,510	1,351	142	2,000	7.11%	2,000	0.00%
350	Printing & Publishing	54	32	0	0	500	0.00%	500	0.00%
361	Insurance - Liab/Prop/Auto	872	769	1,450	746	1,000	74.62%	900	-10.00%
362	Insurance - Work Comp	1,262	535	1,479	1,141	1,500	76.10%	1,500	0.00%
364	Bond Insurance	0	0	0	0	0	ERR	0	ERR
380	Utilities	1,264	1,474	1,550	276	1,200	23.00%	1,200	0.00%
404	Repair & Maintenance - Contractual	27,153	23,473	19,721	7,543	49,000	15.39%	35,000	-28.57%
433	Misc. Expenses	457	806	1,952	1,627	1,000	162.70%	2,000	100.00%
570	Capital Outlay	0	0	0	0	0	ERR	0	ERR
Total Parks/Cemetery		52,926	48,225	42,665	15,306	68,900	22.22%	55,800	-19.01%
Shade Trees/Stump Removal									
210	Misc. Operating Supplies	0	0	17	0	100	0.00%	100	0.00%
404	Repair & Maintenance - Contractual	156	778	2,240	0	2,500	0.00%	2,500	0.00%
433	Misc. Expenses	165	50	300	0	400	0.00%	400	0.00%
570	Capital Outlay	0	0	0	0	0	ERR	0	ERR
Total Shade Trees/Stump Removal		321	828	2,557	0	3,000	0.00%	3,000	0.00%
Total Recreation/Culture		282,727	285,797	274,704	135,142	294,221	45.93%	317,374	7.87%
Economic Development Authority									
101	Salaries - Full Time	0	0	0	0	0	ERR	0	ERR
104	Salaries - Part Time	0	0	0	0	0	ERR	0	ERR
121	PERA Contribution	0	0	0	0	0	ERR	0	ERR
122	FICA Contribution	0	0	0	0	0	ERR	0	ERR
125	Medicare Contribution	0	0	0	0	0	ERR	0	ERR
131	Health/Dental Contribution	0	0	0	0	0	ERR	0	ERR
201	Office Supplies	0	9	0	0	0	ERR	0	ERR

# City of Ada - 2015 Budget

15-Dec-2014

## General Fund Expenditures

Expense Code	Expense Description	2011 Actual	2012 Actual	2013 Actual	2014 Actual 6/30	2014 Budget	Actual as % of Budget	Proposed 2015 Budget	%Increase or (Decrease) over 14 Budget
304	Legal Fees	0	2,100		0	1,000	0.00%	1,000	0.00%
314	Professional Services	4,925	325	1,500	0	2,000	0.00%	2,000	0.00%
321	Telephone	295	299	287	163	300	54.32%	300	0.00%
322	Postage	0	0		0	200	0.00%	200	0.00%
331	Registration Fees-Conf/School	0	400		0	500	0.00%	500	0.00%
332	Mileage and Meal Expenses	843	1,026	713	0	500	0.00%	500	0.00%
333	Hotel/Motel Expenses	351	267	306	0	500	0.00%	500	0.00%
340	Advertising & Promotions	4,146	8,865	6,271	3,000	6,000	50.00%	6,000	0.00%
350	Printing & Publishing	0	0		0	500	0.00%	500	0.00%
361	Insurance - Liab/Prop/Auto	82	78	451	74	100	74.16%	100	0.00%
362	Insurance - Work Comp	0	0		0	0	ERR	0	ERR
364	Bond Insurance	0	0		0	0	ERR	0	ERR
412	Building Rent	0	0		0	0	ERR	0	ERR
432	Dues and Subscriptions	0	0		0	250	0.00%	250	0.00%
433	Misc. Expenses	1,328	877	1,201	425	1,500	28.33%	1,500	0.00%
462	Awards/Scholarships	0	0		0	0	ERR	0	ERR
463	Urban Redevelopment	0	0		0	0	ERR	0	ERR
570	Capital Outlay	0	0		0	0	ERR	0	ERR
Total Economic Development Authority		11,971	14,245	10,729	3,662	13,350	27.43%	13,350	0.00%
Total Economic Development		11,971	14,245	10,729	3,662	13,350	27.43%	13,350	0.00%
Unallocated									
Unallocated Expenditures									
433	Misc. Expenses	8,779	4,581	7,996	4,209	4,000	105.22%	4,000	0.00%
490	Contributions to Organizations	4,098	13,500	2,500	7,326	12,500	58.61%	7,000	-44.00%
498	NoCoAda Twin Valley Airport	2,686	2,686		0	2,686	0.00%	2,686	-0.01%
570	Capital Outlay	0	0		0	0	ERR		ERR
700	Transfers Out	3,000	55,405	54,778	0	3,000	0.00%	37,724	1157.47%
850	Tri-Valley Fuel Assistance	694	-29		1,049	0	ERR	0	ERR
855	Marketing	0	0		0	0	ERR	0	ERR
575	Lease Purchase	42,950	0		0	37,181	0.00%		-100.00%
	City Hall Lease/Purchase	4,800	4,800	7,868	4,052	8,000	50.65%	8,500	6.25%
860	Contingencies	0	0	0	0	13,211	0.00%	0	-100.00%
Total Unallocated Expenditures		67,007	80,942	73,141	16,636	80,578	20.65%	59,910	-25.65%
Total General Fund Expenditures		1,467,033	1,372,528	1,500,426	769,342	1,523,883	50.49%	1,588,584	4.25%

# City of Ada - 2015 Budget

15-Dec-2014

## General Fund Revenues

Revenue Code	Revenue Description	2011	2012	2013	As of 6/30 2014	2014	Actual as % of	Proposed 2015	%Increase or (Decrease) over 14 Budget
		Actual	Actual	Actual	YTD	Budget	Budget	Budget	Budget
31000	Property Taxes - Current	231,682	287,806	281,746	162,327	297,601	54.55%	302,682	1.71%
31200	Property Taxes - Delinquent	10,643	12,657	11,096	8,002	10,000	80.02%	10,000	0.00%
32100	Business Licenses	2,296	2,228	3,304	2,930	2,500	117.20%	3,000	20.00%
32200	Non-business Licenses	435	612	473	534	500	106.80%	500	0.00%
32210	Non-business Lic. - Bldg & Zone	6,506	13,784	6,354	755	8,000	9.44%	5,000	-37.50%
33160	Fed. Emerg. Mgmt. Agency Grant	0	14,097			0	ERR	0	ERR
33400	State Emerg. Mgmt. Agency Grant	6,878				0	ERR	0	ERR
33401	Local Government Aid	571,600	571,600	571,600		608,358	0.00%	615,616	1.19%
33402	Homestead & Ag Credit Aid	29,421				0	ERR	0	ERR
33404	PERA Aid	3,353	3,353	3,353		3,353	0.00%	3,353	0.00%
33405	Disparity Credit	0				0	ERR	0	ERR
33422	State Aid-Fire	11,348	23,937	23,073		11,591	0.00%	23,073	99.06%
33423	State Aid-Police	19,956	19,418	15,683		19,418	0.00%	14,115	-27.31%
34109	General Government - Misc.	10,583	5,573	3,615	2,845	0	ERR	4,500	ERR
34206	Fire Contract Fees	17,803	23,419	20,492	18,160	23,419	77.54%	22,807	-2.61%
34207	Fire Calls	2,800	1,800	3,700	10,900	2,500	436.00%	3,000	20.00%
34208	Fire Misc.	13,977	6,179	18,794	4,910	10,000	49.10%	9,000	-10.00%
34210	Police - Misc.	2,875	1,328	3,154	2,931	500	586.11%	2,000	300.00%
34301	Street Dept. - Misc.	12,008	12,105	14,766	12,105	12,000	100.88%	12,000	0.00%
34403	Garbage Collection Charges	146,870	146,940	146,198	72,646	147,248	49.34%	166,806	13.28%
34720	Dekko Memberships	45,184	48,501	58,048	31,923	47,000	67.92%	60,000	27.66%
34721	Dekko Daily fees	46,245	45,863	37,052	16,332	48,000	34.02%	35,000	-27.08%
34722	Comm. Ctr. Facility Rentals	28			737	500	147.39%	700	40.00%
34723	Comm. Ctr. Vending Sales	498	686	1,094	1,357	800	169.57%	1,000	25.00%
34724	Comm. Ctr. Merchandise Sales	380	441	443	106	500	21.18%	1,000	100.00%
34725	Comm. Ctr. Weight Room Fees	0				0	ERR	0	ERR
34726	Recreation - Misc.	0		1,000		0	ERR	0	ERR
34727	Advertising Revenue	2,320	3,280	960	480	3,000	16.00%	3,360	12.00%
34940	Cemetery Lot Sales	1,850	3,300	2,200	1,000	2,500	40.00%	2,000	-20.00%
34945	Lot Sales	0	5,000	21,131		7,000	0.00%	7,000	0.00%
34950	Cable TV Franchise Fees	12,705	10,305	9,361	3,489	9,500	36.73%	9,800	3.16%
35101	Civil Court Fines	5,709	3,823	6,359	3,200	4,000	80.01%	6,000	50.00%
36100	Special Assess Revenue	3,719	5,868	1,704	1,203	4,000	30.07%	1,500	-62.50%
36110	Special Assess Paid Up	0				0	ERR	0	ERR
36200	Transfers In	162,092	190,784	217,272		198,300	0.00%	233,772	17.89%
36210	Interest	4,014	17,461	26,309	403	7,000	5.76%	20,000	185.71%
36222	Dividends	0		21,989		0	ERR	0	ERR
39203	Contribution from Liquor Store	0				10,000	0.00%	10,000	0.00%
39320	Unrealized Gain on Investments	0				0	ERR	0	ERR
Total General Fund Revenues		1,385,780	1,482,149	1,532,324	359,274	1,499,088	23.97%	1,588,584	5.97%

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**Enterprise Fund Expenditures**

Expense Code	Expense Description	2011 Actual	2012 Actual	2013 Actual	As of 6/30 2014 YTD	2014 Budget	Actual as % of Budget	Proposed 2015 Budget	%Increase or (Decrease) over 14 Budget
Electric Utilities Fund									
Unallocated Expenditures									
433	Miscellaneous Expenses	0			0	0	ERR	0	ERR
440	Deposit Refunds	0			0	0	ERR	0	ERR
441	Depreciation	19,028	20,176	26,891	0	0	ERR	0	ERR
442	Bad Debt	0	9,992		0	0	ERR	0	ERR
444	Prom Expense	0			0	0	ERR	0	ERR
499	Lease Interest Expense	0			0	0	ERR	0	ERR
575	Lease Purchase	0			0	0	ERR	0	ERR
620	Bond Paying Agent Fees	0			0	0	ERR	0	ERR
700	Tranfers Out	249,802	274,802	274,802	0	211,545	0.00%	318,872	50.73%
860	Contingencies	0			0	0	ERR	0	ERR
Total Unallocated Expenditures		268,830	304,970	301,693	0	211,545	0.00%	318,872	50.73%
Electric									
101	Salaries - Full Time	72,449	79,492	76,843	39,319	75,320	52.20%	82,210	9.15%
102	Salaries -Over Time	1,424	2,632	2,806	493	1,000	49.27%	1,005	0.51%
104	Salaries - Temporary Help	0	0				ERR	0	ERR
121	PERA Contribution	3,059	3,114	3,056	1,486	3,311	44.88%	3,311	0.00%
122	FICA Contribution	2,499	2,596	2,594	1,258	2,629	47.85%	2,629	0.00%
125	Medicare Contribution	607	630	628	302	638	47.34%	638	0.00%
130	1/2 excess sick leave pay out for year	0					ERR	0	ERR
131	Health/Dental Contribution	21,074	16,962	18,742	12,288	22,642	54.27%	23,310	2.95%
142	Unemployment Compensation Pmt	0					ERR	0	ERR
201	Office Supplies	237	599	594	404	750	53.93%	750	0.00%
212	Gas & Oil	2,105	2,156	2,572	1,063	4,000	26.58%	4,000	0.00%
220	Lines Maintenance/Repair	10,486	9,223	4,192	12,627	35,000	36.08%	35,000	0.00%
221	Repair & Maintenance - Equip.	4,453	2,575	4,231	129	4,000	3.24%	4,000	0.00%
222	Repair & Maintenance - Buildings	812	660	1,048	477	1,000	47.72%	1,000	0.00%
224	Repair & Maintenance - Sub Station	431	450		192	5,000	3.85%	5,000	0.00%
225	Repair & Maintenance - Load Mgmt.	1,502					ERR	0	ERR
226	Meter Maintenance & Repair Materials	0	449	619	23	600	3.83%	600	0.00%
227	Transformer Maintenance	1,621	3,881	552	-3,327	3,000	-110.90%	3,000	0.00%
240	Tools	124	97	98	25	300	8.20%	300	0.00%
303	Engineering Fees	0		2,129	171	2,000	8.55%	2,000	0.00%
304	Legal Fees	0					ERR	0	ERR
307	Testing Services	391	394	229	69	500	13.74%	500	0.00%
321	Telephone	2,612	2,180	1,926	1,100	2,000	54.98%	2,000	0.00%
322	Postage	1,125	1,336	1,601	609	1,500	40.58%	1,500	0.00%
331	Registration Fees - Conf/School	0	20			400	0.00%	400	0.00%
332	Mileage and Meal Expenses	0		320		200	0.00%	200	0.00%
333	Hotel/Motel Expenses	0		182		200	0.00%	200	0.00%

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**Enterprise Fund Expenditures**

Expense Code	Expense Description	2011	2012	2013	2014	2014	Actual	Proposed	%Increase
		Actual	Actual	Actual	YTD	Budget	as % of Budget	2015 Budget	or (Decrease) over 14 Budget
350	Printing & Publishing	0		57		500	0.00%	500	0.00%
361	Insurance - Liab/Prop/Auto	5,188	5,261	7,158	1,579	5,500	28.71%	5,500	0.00%
362	Insurance - Worker's Compensation	1,226	482	1,339	1,427	1,700	83.94%	1,700	0.00%
380	Utilities	2,671	2,078	2,739	1,927	4,000	48.18%	4,000	0.00%
386	Energy Purchases	1,084,121	1,001,565	1,070,301	508,637	1,100,424	46.22%	1,100,424	0.00%
404	Repair & Maintenance - Contractual	8,721	11,819	48,013	30,500	85,000	35.88%	85,000	0.00%
432	Dues & Subscriptions	0		78		3,000	0.00%	3,000	0.00%
433	Misc. Expense	5,843	3,096	4,286	1,779	5,000	35.59%	5,000	0.00%
441	Depreciation	0					ERR	0	ERR
570	Capital Outlay	19,680	57,477	27,504	6,860	30,000	22.87%	30,000	0.00%
572	Meters	0	9,709	10,091	9,619	5,000	192.38%	5,000	0.00%
<b>Total Electric</b>		1,254,462	1,220,934	1,296,526	631,034	1,406,114	44.88%	1,413,677	0.54%

**Total Electric Utilities Fund      1,523,292      1,525,905      1,598,219      631,034      1,617,659      39.01%      1,732,549      7.10%**

**Water & Sewer Fund**

**Unallocated Expenditures**

441	Depreciation (Bond Payment)	198,492	202,898	212,380	70,000	244,770	28.60%	297,000	21.34%
611	Bond Interest	81,224	93,510	82,266	51,279	60,677	84.51%	73,229	20.69%

**Total Unallocated Expenditures      279,716      296,408      294,646      121,279      305,447      39.71%      370,229      21.21%**

**Water**

101	Salaries - Full Time	45,512	43,857	46,288	28,329	53,459	52.99%	59,791	11.84%
102	Salaries -Over Time	16,876	16,725	6,943	3,099	18,265	16.96%	10,000	-45.25%
104	Salaries -Temporary Help	0		0			ERR		ERR
121	PERA Contribution	3,059	3,114	3,056	1,486	3,790	39.21%	3,000	-20.84%
122	FICA Contribution	2,499	2,596	2,594	1,259	3,010	41.83%	2,700	-10.30%
125	Medicare Contribution	607	630	628	302	730	41.37%	675	-7.53%
130	1/2 excess sick leave pay out for year	0		0			ERR	0	ERR
131	Health/Dental Contribution	21,074	16,962	18,742	12,287	26,700	46.02%	23,310	-12.70%
142	Unemployment Compensation Payment	0		0			ERR	0	ERR
201	Office Supplies	74	254	580	373	750	49.69%	750	0.00%
212	Gas & Oil	926	517	1,184	329	1,500	21.91%	1,500	0.00%
216	Chemicals	9,775	12,829	13,698	5,504	15,000	36.69%	15,000	0.00%
220	Lines Maintenance/Repair	3,060	6,987	2,668	-357	1,500	-23.77%	1,500	0.00%
221	Repair & Maintenance - Equip.	1,382	3,441	13,010	386	5,000	7.73%	5,000	0.00%
222	Repair & Maintenance - Buildings	1,229	1,603	1,271	1,416	1,500	94.39%	1,700	13.33%
226	Meter Maintenance & Repair Materials	355	587			1,000	0.00%	1,000	0.00%
240	Tools	500			121	500	24.15%	500	0.00%
303	Engineering Fees	0	500			500	0.00%	500	0.00%
304	Legal Fees	0				500	0.00%	500	0.00%
307	Testing Services	764	732	5,994	266	2,000	13.30%	2,000	0.00%



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**Enterprise Fund Expenditures**

Expense Code	Expense Description	As of 6/30				Actual as % of Budget	Proposed 2015 Budget	% Increase or (Decrease) over 14 Budget
		2011 Actual	2012 Actual	2013 Actual	2014 YTD			
321 Telephone		1,326	1,598	1,431	734	1,000	1,000	0.00%
322 Postage		1,641	1,730	1,858	1,597	1,800	2,000	11.11%
331 Registration Fees - Conf/School		0	390		200	500	500	0.00%
332 Mileage and Meal Expenses		157	180		53	300	300	0.00%
333 Hotel/Motel Expenses		269			482	600	600	0.00%
340 Advertising		0		157		100	100	0.00%
350 Printing & Publishing		249	259	1,553		1,500	1,500	0.00%
361 Insurance - Lab/Prop/Auto		2,716	2,473	5,269	2,798	4,000	3,000	-25.00%
362 Insurance - Worker's Compensation		1,356	534	1,531	1,630	1,500	1,750	16.67%
380 Utilities		11,247	10,799	10,515	5,245	12,000	12,000	0.00%
404 Repair & Maintenance - Contractual		6,506	2,625	5,303	2,041	5,000	5,000	0.00%
432 Dues & Subscriptions		1,049	1,267	1,315	951	1,400	1,400	0.00%
433 Misc. Expense		5,699	2,917	4,056	3,075	3,500	4,000	14.29%
441 Depreciation		0					0	ERR
570 Capital Outlay		3,135	4,977	5,761	5,733	13,000	13,000	0.00%
571 New Construction		0					0	ERR
572 Meters		9,964	9,582	7,419	80,005	10,000	5,000	-50.00%
<b>Total Water</b>		<b>153,007</b>	<b>150,666</b>	<b>162,825</b>	<b>159,343</b>	<b>191,904</b>	<b>180,576</b>	<b>-5.90%</b>
<b>Sewer</b>								
101 Salaries - Full Time		38,181	38,618	35,753	17,107	48,921	34,899	-28.66%
102 Salaries - Over Time		9,727	8,963	8,793	4,384	9,502	8,944	-5.87%
104 Salaries - Temporary Help		0					0	ERR
121 PERA Contribution		3,067	3,126	3,063	1,496	3,830	3,200	-16.45%
122 FICA Contribution		2,501	2,599	2,603	1,258	3,039	2,800	-7.86%
125 Medicare Contribution		540	562	566	279	657	600	-8.68%
131 Health/Dental Contribution		21,074	16,962	18,742	12,287	26,700	23,310	-12.70%
142 Unemployment Compensation Payment		0					0	ERR
201 Office Supplies		126	237	744		500	500	0.00%
212 Gas & Oil		2,190	813	4,015	214	1,500	1,500	0.00%
216 Chemicals		0				500	500	0.00%
220 Lines Maintenance / Repair		1,020	2,771	1,689	1,870	4,000	4,000	0.00%
221 Repair & Maintenance - Equip.		7,005	428	7,606	393	4,000	4,000	0.00%
222 Repair & Maintenance - Buildings		1,264	751	1,051	384	2,000	2,000	0.00%
228 Repair & Maintenance - Vehicles		0					0	ERR
229 Lagoon Maintenance		52	87	672	52	500	500	0.00%
240 Tools		131	144	96		500	500	0.00%
303 Engineering Fees		0	500			500	500	0.00%
307 Testing Services		1,838	996	2,360	385	3,000	3,000	0.00%
321 Telephone		590	592	564	368	1,200	1,200	0.00%
322 Postage		1,618	1,527	1,742	716	500	1,000	100.00%
331 Registration Fees - Conf/School		0			200	600	600	0.00%
332 Mileage & Meal Expenses		88			53	400	400	0.00%

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**Enterprise Fund Expenditures**

Expense Code	Expense Description	As of 6/30					Actual as % of Budget	Proposed 2015 Budget	%Increase or (Decrease) over 14 Budget
		2011 Actual	2012 Actual	2013 Actual	2014 YTD	2014 Budget			
333	Hotel/Motel Expenses	269			482	600	80.26%	600	0.00%
350	Printing & Publishing	0				100	0.00%	100	0.00%
361	Insurance - Liab/Prop/Auto	1,398	1,244	3,129	3,143	2,500	125.72%	3,300	32.00%
362	Insurance - Worker's Compensation	1,160	459	1,653	1,763	1,400	125.93%	1,800	28.57%
380	Utilities	8,355	6,139	8,164	4,133	1,000	413.25%	1,000	0.00%
404	Repair & Maintenance - Contractual	5,406	3,601	3,280	80	6,000	1.33%	6,000	0.00%
432	Dues & Subscriptions	721	721	998	345	1,400	24.64%	1,400	0.00%
433	Misc. Expenses	1,931	1,450	1,191	37	3,500	1.05%	3,500	0.00%
499	Interest Expense	0					ERR	0	ERR
570	Capital Outlay	3,472	4,259	4,174	1,499	5,000	29.99%	5,000	0.00%
571	New Construction	0					ERR	0	ERR
700	Transfers Out	0					ERR	0	ERR
860	Contingencies	0					ERR	0	ERR
	<b>Total Sewer</b>	<b>113,726</b>	<b>97,552</b>	<b>112,647</b>	<b>52,927</b>	<b>133,849</b>	<b>39.54%</b>	<b>116,653</b>	<b>-12.85%</b>

**Total Water and Sewer Fund**      **546,449**      **544,625**      **570,118**      **333,550**      **631,200**      **52.84%**      **667,458**      **5.74%**

**Liquor**

101	Salaries - Full Time	52,968	55,805	56,957	28,233	57,198	49.36%	58,914	3.00%
102	Salaries - Over Time	49					ERR	0	ERR
103	Salaries - Part Time	63,647	58,936	47,659	24,048	60,000	40.08%	49,539	-17.44%
121	PERA Contribution	8,003	7,704	6,887	3,630	8,890	40.83%	7,479	-15.87%
122	FICA Contribution	6,953	6,719	6,088	3,116	7,763	40.14%	6,419	-17.31%
125	Medicare Contribution	1,626	1,571	1,424	729	1,815	40.16%	1,501	-17.30%
131	Health/Dental Contribution	6,828	6,319	7,092	4,517	8,400	53.77%	7,760	-7.62%
201	Office Supplies	1,263	931	2,976	928	1,000	92.80%	1,500	50.00%
210	Misc. Operating Supplies	5,736	5,461	4,842	2,579	4,000	64.47%	4,500	12.50%
214	Bar & Packaging Supplies	2,395	2,313	1,907	991	2,500	39.66%	2,500	0.00%
221	Repair & Maintenance - Equip.	2,424	2,475	2,706	1,715	2,500	68.59%	3,000	20.00%
222	Repair & Maintenance - Buildings	3,176	1,534	2,123	1,073	2,500	42.93%	3,000	20.00%
250	On-Sale Liquor	8,691	6,589	6,002	2,716	7,000	38.80%	7,000	0.00%
251	Off-Sale Liquor	73,974	72,057	73,166	40,657	70,000	58.08%	70,000	0.00%
252	Off-Sale Beer	200,688	191,072	196,719	92,272	200,000	46.14%	200,000	0.00%
253	On-Sale Beer	27,604	26,040	20,879	11,765	27,000	43.57%	25,000	-7.41%
254	Soft Drinks/Mix/Snacks	23,138	21,965	20,396	9,690	20,000	48.45%	20,000	0.00%
255	Merchandise Resale	746	48	208	406	500	81.20%	500	0.00%
256	Cigarettes	3,972	3,175	2,724	1,076	3,000	35.87%	2,500	-16.67%
304	Legal Fees	0					ERR	0	ERR
312	Contracted Cleaning Services	3,145	1,558			3,200	0.00%	3,000	-6.25%
321	Telephone	924	1,173	934	541	1,000	54.07%	1,000	0.00%
331	Registration Fees - Conf/School	90	320	290	275	400	68.75%	800	100.00%
332	Mileage and Meal Expenses	326	275	138	242	400	60.42%	800	100.00%

**City of Ada**  
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**Enterprise Fund Expenditures**

Expense Code	Expense Description	As of 6/30					Actual as % of Budget	Proposed 2015 Budget	%Increase or (Decrease) over 14 Budget
		2011 Actual	2012 Actual	2013 Actual	2014 YTD	2014 Budget			
333	Hotel/Motel Expenses	220	230		238	400	59.50%	800	100.00%
340	Advertising & Promotions	4,649	3,580	3,761	2,181	4,000	54.53%	4,000	0.00%
361	Insurance - Liab/Prop/Auto	2,332	2,706	10,562	1,007	1,800	55.96%	1,800	0.00%
362	Insurance - Worker's Compensation	2,442	926	3,669	3,486	3,000	116.20%	3,500	16.67%
363	Insurance - Liquor Liability	12,739	7,330			7,800	0.00%	7,900	1.28%
364	Bond Insurance	0					ERR	0	ERR
380	Utilities	10,095	8,813	9,404	4,834	10,000	48.34%	10,000	0.00%
431	Cash Short/Over	-36	-43	-58	-31		ERR	0	ERR
432	Dues & Subscriptions	510	535	1,069		500	0.00%	500	0.00%
433	Misc. Expense	8,234	7,447	8,351	2,553	7,000	36.47%	7,000	0.00%
441	Depreciation	3,610	5,878	6,766			ERR	0	ERR
442	Bad Debt	0					ERR	0	ERR
443	Licenses	1,627	794	375	319	1,200	26.55%	1,000	-16.67%
570	Capital Outlay	0	419	13	882		ERR	0	ERR
700	Transfers Out	5,000	25,000	25,000		10,000	0.00%	10,000	0.00%
860	Contingencies	0			1,175	15,533	7.56%	0	-100.00%
Total Liquor Fund		549,787	537,656	531,026	247,843	550,299	45.04%	523,212	-4.92%
Total Enterprise Fund Expenditures		2,619,528	2,608,185	2,699,364	1,212,427	2,799,158	43.31%	2,923,220	4.43%

# City of Ada - 2015 Budget

10-Dec-2014

## Enterprise Fund Revenues

		As of 6/30			Actual		Proposed		%Increase or (Decrease) over 14 Budget
		2011	2012	2013	2014	as % of	2015		
Revenue Code	Revenue Description	Actual	Actual	Actual	YTD	Budget	Budget	Budget	
<b>Electric Utilities</b>									
33160	Fed. Emerg. Mgmt. Agency Grant	0	0		0	0	ERR	0	ERR
33400	State Emerg. Mgmt. Agency Grant	0	0		0	0	ERR	0	ERR
34110	Electric Miscellaneous	15,079	52	32,207	0	0	ERR	0	ERR
36200	Transfers In - Incl. Specials (TIF cougar)	0	0		0	0	ERR	0	ERR
36210	Interest	0	0	2	0	0	ERR	0	ERR
36222	Dividends	125	0	2,449	0	0	ERR	0	ERR
37113	Utility Sales to City - Electric	0	0		0	0	ERR	0	ERR
37410	Residential Electric Sales	609,071	592,179	615,729	345,003	646,000	53.41%	759,200	17.52%
37420	Water Heating Sales	22,151	21,298	22,085	11,925	22,900	52.07%	25,870	12.97%
37430	Commercial Electric Sales	479,103	478,128	480,313	249,126	480,000	51.90%	549,635	14.51%
37440	Industrial Electric Sales	253,645	277,827	233,134	127,679	270,000	47.29%	303,348	12.35%
37450	Off Peak Heat Sales	129,620	118,925	135,385	91,364	170,000	53.74%	249,890	46.99%
37460	Penalties	24,379	24,096	25,381	11,698	25,308	46.22%	23,500	-7.14%
37471	Yard Light Rental	2,161	2,174	2,172	1,062	2,100	50.57%	2,170	3.33%
37480	Connect Fees	2,385	1,990	2,805	838	1,350	62.07%	1,600	18.52%
37490	Customer Merch. Sales - Electric	0	0		0	0	ERR	0	ERR
37492	Customer Labor Sales - Electric	0	0		0	0	ERR	0	ERR
37495	Equipment Rental	0	0		0	0	ERR	0	ERR
37600	Collection of Bad Debts (Assessed)	0	0		0	0	ERR	0	ERR
37950	Deposits & Refunds	0	0		0	0	ERR	0	ERR
Total Electric Utilities Fund		1,537,719	1,516,670	1,551,662	838,695	1,617,658	51.85%	1,915,213	18.39%

### Water & Sewer Fund

33160	Fed. Emerg. Mgmt. Agency Grant	0	0	0	0	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR
33400	State Emerg. Mgmt. Agency Grant	0	0	0	0	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR
34401	Sewer Collections	215,331	220,627	239,530	117,192	230,000	50.95%	234,400	1.91%	ERR	0	ERR	0	ERR	0	ERR	0	ERR	ERR
34402	Sump Pump/Roof Drain Charges	1,450	1,400	1,400	600	1,200	50.00%	1,200	0.00%	ERR	0	ERR	0	ERR	0	ERR	0	ERR	ERR
34408	Water & Sewer Misc.	168	350	1,200	0	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR
36100	Special Assessments	2,005	1,834	2,359	2,729	0	ERR	2,200	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR
36200	Transfers In	10,000	17,300	9,293	80,000	50,000	160.00%	0	-100.00%	ERR	0	ERR	0	ERR	0	ERR	0	ERR	ERR
36210	Interest	0	0	0	0	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR
36222	Dividends	0	203	3,911	0	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR
37110	Water Sales	347,929	356,579	381,663	176,786	360,000	49.11%	353,572	-1.79%	ERR	0	ERR	0	ERR	0	ERR	0	ERR	ERR
37111	Remote Water Meter Connections	0	0	0	0	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR
37112	Utility Sales to City - Water	0	0	0	0	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR
37117	Utility Sales to City - Sewer	0	0	0	0	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR
37489	Customer Merch. Sales - Water	0	0	0	0	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR
37491	Customer Labor Sales - Water	0	0	0	0	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR
<b>Total Water &amp; Sewer Fund</b>		576,882	598,294	639,357	377,307	641,200	58.84%	591,372	-7.77%	ERR	0	ERR	0	ERR	0	ERR	0	ERR	ERR

### Liquor Fund

31000	Property Taxes - Current	0	0	0	0	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR
31200	Property Taxes - Delinquent	0	0	0	0	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR	0	ERR

33160 Fed. Emerg. Mgmt. Agency Grant  
33400 State Emerg. Mgmt. Agency Grant  
34724 Merch. Sales  
36200 Transfers In  
36220 Income from Land Sale/Leased Space  
36222 Dividends  
36295 Misc. Revenue  
37460 Penalties  
37811 Off Sale Liquor  
37812 Off Sale Beer  
37814 Misc. Incl. Soft Drinks  
37820 Juice Box  
37911 On - Sale Liquor  
37912 On - Sale Beer  
37915 Cigarettes  
37916 Sale of Property  
37950 Deposits & Refunds

**Total Liquor Fund**

**Total Enterprise Fund Revenues**

0	30,457	0	0	ERR	0	ERR
0		0	0	ERR	0	ERR
0	7,979	0	0	ERR	600	ERR
3,982	5,689	16,699	0	ERR	0	ERR
0		4,011	3,162	70.26%	4,500	0.00%
0		2,714	0	ERR	0	ERR
999	309	4,525	94	ERR	0	ERR
480	420	210	120	40.00%	300	0.00%
103,707	102,695	106,022	51,422	53.01%	97,300	0.31%
266,996	255,853	264,885	122,817	47.24%	270,000	3.85%
30,374	29,669	31,192	13,588	45.29%	30,000	0.00%
829	-142	-2,433	-1,359	-271.88%	500	0.00%
55,034	43,096	33,399	15,165	31.59%	40,000	-16.67%
104,182	106,133	86,750	41,568	37.79%	85,000	-22.73%
4,676	3,788	3,094	1,413	35.32%	3,000	-25.00%
0		0	0	ERR	0	ERR
0		0	0	ERR	0	ERR
571,259	585,947	551,067	247,988	44.74%	531,200	-4.17%
2,685,860	2,700,910	2,742,086	1,463,990	52.04%	3,037,785	7.96%

**City of Ada**  
**2015 Budget**  
**10-Dec-2014**

**Debt Service Fund Expenditures**

Expense Code	Expense Description	2011 Actual	2012 Actual	2013 Actual	2014 YTD	2014 Budget	Actual as % of Budget	Proposed 2015 Budget	%Increase or (Decrease) over 14 Budget
'99 G.O. Building Bonds Fund - was '91 G.O. Bonds									
304	Legal Expenses	0	0	0	0	0	ERR	0	ERR
601	Bond Principal	0	0	0	0	0	ERR	0	ERR
611	Bond Interest	0	0	0	0	0	ERR	0	ERR
620	Bond Paying Agent Fees	0	0	0	0	0	ERR	0	ERR
860	Contingencies	0	0	0	0	0	ERR	0	ERR
Total '99 G.O. Building Bonds Fund		0	0	0	0	0	ERR	0	ERR
2000 G.O. Improvement Bonds Fund - Paving Project 2000-1									
304	Legal Expenses	0	0	0	0	0	ERR	0	ERR
601	Bond Principal	0	0	0	0	0	ERR	0	ERR
611	Bond Interest	0	0	0	0	0	ERR	0	ERR
620	Bond Paying Agent Fees	0	0	0	0	0	ERR	0	ERR
860	Contingencies	0	0	0	0	0	ERR	0	ERR
Total '00 G.O. Improvement Bonds Fund		0	0	0	0	0	ERR	0	ERR
2008 Lease Purchase Fire Hall									
304	Legal Expenses	0	0	0	0	0	ERR	0	ERR
601	Bond Principal	643,395	0	30,000	35,000	35,000	100.00%	35,000	0.00%
611	Bond Interest	30,422	12,063	18,758	17,766	18,758	94.71%	16,699	-10.98%
620	Bond Paying Agent Fees	0	0	0	0	0	ERR	0	ERR
860	Contingencies	21,487	0	0	0	0	ERR	0	ERR
Total '08 G.O. Improvement Bonds Fund		695,304	12,063	48,758	52,766	53,758	98.15%	51,699	-3.83%
2004 Street Reconstruction Plan Bonds Fund									
304	Legal Expenses	0	0	0	0	0	ERR	0	ERR
601	Bond Principal	0	0	0	0	0	ERR	0	ERR
611	Bond Interest	0	0	0	0	0	ERR	0	ERR
620	Bond Paying Agent Fees	0	0	0	0	0	ERR	0	ERR
860	Contingencies	0	0	0	0	0	ERR	0	ERR
Total Street ReconPlan Bonds Fund		0	0	0	0	0	ERR	0	ERR
2003 G.O. Improvement Bonds Fund - Street Paving Project									
304	Legal Expenses	0	0	0	0	0	ERR	0	ERR
601	Bond Principal	580,000	0	40,000	0	0	ERR	40,000	ERR
611	Bond Interest	36,691	5,552	8,236	0	0	ERR	5,796	ERR
620	Bond Paying Agent Fees	431	431	0	0	0	ERR	0	ERR
860	Contingencies	0	0	0	0	0	ERR	0	ERR
Total '01 G.O. Improvement Bonds Fund		617,122	5,984	48,236	0	0	ERR	45,796	ERR
Total All Debt Service Funds		1,312,426	18,047	96,994	52,766	53,758	98.15%	97,495	81.36%

# City of Ada - 2015 Budget

10-Dec-2014

## Debt Service Fund Revenues

Revenue Code	Revenue Description	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2014 Budget	Actual as % of Budget	Proposed 2015 Budget	%Increase or (Decrease) over 14 Budget
99 Building Refunding Bonds Fund									
31000	Property Taxes - Current	0	0	0	0	0	ERR	0	ERR
31200	Property Taxes - Delinquent	0	0	0	0	0	ERR	0	ERR
33402	Homestead & Ag Credit Aid	0	0	0	0	0	ERR	0	ERR
36200	Transfers In	0	0	0	0	0	ERR	0	ERR
36210	Interest	0	0	0	0	0	ERR	0	ERR
Total '99 Building Bonds Fund		0	0	0	0	0	ERR	0	ERR
2000 G.O. Improvement Bonds Fund - Paving Project 2000-1									
31000	Property Taxes - Current	0	0	0	0	0	ERR	0	ERR
31200	Property Taxes - Delinquent	0	0	0	0	0	ERR	0	ERR
33402	Homestead & Ag Credit Aid	0	0	0	0	0	ERR	0	ERR
36100	Special Assess	0	0	0	0	0	ERR	0	ERR
36110	Special Assess Pd Up	0	0	0	0	0	ERR	0	ERR
36200	Transfers In	0	0	0	0	0	ERR	0	ERR
36210	Interest	0	0	0	0	0	ERR	0	ERR
Total '00 Impr. Bonds Fund		0	0	0	0	0	ERR	0	ERR
2008 Lease Purchase Fire Hall									
31000	Property Taxes - Current	0	0	0	0	0	ERR	0	ERR
31200	Property Taxes - Delinquent	0	0	0	0	0	ERR	0	ERR
36200	Transfers In	37,181	68,021	37,181	0	42,181	0.00%	34,724	-17.68%
36210	Interest	0	0	0	0	0	ERR	0	ERR
36223	Township Revenue	11,577	11,577	11,577	16,441	11,577	142.02%	16,975	46.62%
39310	Bond Proceeds	0	0	0	0	0	ERR	0	ERR
Total '02 G.O. Emergency Certificates		48,758	79,598	48,758	16,441	53,758	30.58%	51,699	-3.83%
2004 Street Reconstruction Plan Bond Fund									
31000	Property Taxes - Current	0	0	0	0	0	ERR	0	ERR
31200	Property Taxes - Delinquent	0	0	0	0	0	ERR	0	ERR
36100	Special Assess	0	0	0	0	0	ERR	0	ERR
36200	Transfers In -LT Des Capital Fund	0	0	0	0	0	ERR	0	ERR
36210	Interest	0	0	0	0	0	ERR	0	ERR
Total Street ReconPlan Bonds Fund		0	0	0	0	0	ERR	0	ERR
2003 G.O. Improvement Bonds Fund - Street Paving Project									
36100	Special Assess	53,064	55,704	53,064	28,909	0	ERR	57,818	ERR
36110	Special Assess Pd Up	896	0	896	245	0	ERR	0	ERR
36200	Transfers In	0	0	0	0	0	ERR	0	ERR
36210	Interest	0	0	0	0	0	ERR	0	ERR
Total '03 Street Paving Project		53,960	55,704	53,960	29,154	0	ERR	57,818	ERR
Total Debt Service Fund Revenues		102,718	135,302	102,718	45,595	53,758	84.82%	109,517	103.72%

# City of Ada - 2015 Budget

10-Dec-2014

## Long Term Designated Capital Fund Revenues

		2011		2012		2013		As of 6/30		Actual		Proposed		%Increase	
Revenue Code		Actual		Actual		Actual		2014 YTD		2014 Budget		2015 Budget		or (Decrease) over 14 Budget	
Long Term Designated Capital Fund															
31000	Property Taxes - Current	34,989		43,464		42,603		24,546		45,000		54.55%		45,000	0.00%
31200	Property Taxes - Delinquent	1,610		1,925		1,673		1,088		0		ERR		0	ERR
33402	Homestead & Ag Credit	4,500		0		0		0		0		ERR		0	ERR
36100	Special Assmt Rev	0		0		0		0		0		ERR		0	ERR
36200	Transfers In	122,710		99,018		102,834		0		99,600		0.00%		95,100	-4.52%
36210	Interest	15,457		-1,160		3,720		475		0		ERR		0	ERR
36223	Township Revenue	0		0		0		0		0		ERR		0	ERR
36295	Misc Revenue	1,986		43		2,363		0		0		ERR		0	ERR
39310	Bond Proceeds	0		0		0		0		0		ERR		0	ERR
Total Long Term Designated Capital Fund		181,253		143,290		153,193		26,109		144,600		18.06%		140,100	-3.11%



**City of Ada**  
**2015 Budget**  
**10-Dec-2014**  
**Special Fund Expenditures**

Expense Code	Expense Description	2011 Actual	2012 Actual	2013 Actual	As of 6/30 2014 YTD	2014 Budget	Actual as % of Budget	Proposed 2015 Budget	%Increase or (Decrease) over 14 Budget
ARP '88 Revolving Loan Fund									
209	Demolition Costs / Site Preparation	1,500	11,974	0	0	0	ERR	0	ERR
304	Legal Fees	0	0	0	0	0	ERR	0	ERR
350	Printing & Publishing	0	0	0	0	0	ERR	0	ERR
433	Misc. Expenses	0	0	0	0	0	ERR	0	ERR
860	Contingencies	0	0	0	0	0	ERR	0	ERR
Total ARP '88 Revolving Loan Fund		1,500	11,974	0	0	0	ERR	0	ERR
ADA EDA Development & Revolving Loan Fund									
304	Legal Fees	0	0	0	0	0	ERR	0	ERR
350	Printing & Publishing	0	0	0	0	0	ERR	0	ERR
401	EDA Loans	0	20,000	20,000	20,000	20,000	100.00%	20,000	0.00%
433	Misc. Expenses	5,000	0	0	0	5,000	0.00%	5,000	0.00%
570	Capital Outlay	0	0	0	0	0	ERR	0	ERR
575	Lease Purchase	0	0	0	0	0	ERR	0	ERR
860	Contingencies	0	0	0	0	0	ERR	0	ERR
Total ADA EDA Development & Revolving Loan Fund		5,000	20,000	20,000	20,000	25,000	80.00%	25,000	0.00%
Library Fund									
201	Office Supplies	899	658	635	665	1,200	55.42%	1,100	-8.33%
221	Repair & Maintenance - Equip.	636				400	0.00%	0	-100.00%
301	Auditing & Accounting Services	0					ERR		ERR
312	Contracted Cleaning Services	0					ERR		ERR
361	Insurance - Liab/Prop/Auto	497	436	824	424	800	53.04%	800	0.00%
362	Insurance - Worker's Compensation	0					ERR		ERR
380	Utilities	9,438	8,816	8,463	4,619	9,200	50.21%	9,200	0.00%
433	Misc. Expenses	111	343	30			ERR		ERR
570	Capital Outlay	0					ERR		ERR
Total Library Fund		11,580	10,253		5,708	11,600	49.21%	11,100	-4.31%
Public Works Fund									
404	Repair & Maintenance - Contractual	0	0	0	0	0	ERR	0	ERR
439	Property Taxes	0	0	0	0	0	ERR	0	ERR
442	Bad Debt	0	0	0	0	0	ERR	0	ERR
570	Capital Outlay	16,200	16,200	16,200	16,200	16,400	98.78%	16,200	-1.22%
700	Transfers Out	0	0	0	0	0	ERR	0	ERR
Total Public Works Fund		16,200	16,200	16,200	16,200	16,400	98.78%	16,200	-1.22%
Community Center Maintenance Fund									

**City of Ada**  
**2015 Budget**  
**10-Dec-2014**  
**Special Fund Expenditures**

Expense Code	Expense Description	As of 6/30				Actual as % of Budget	Proposed 2015 Budget	%Increase or (Decrease) over 14 Budget
		2011 Actual	2012 Actual	2013 Actual	2014 YTD			
221	Repair & Maintenance - Equip.	7,941	1,588	5,421		ERR	0	ERR
222	Repair & Maintenance - Buildings	7,749	28,495	8,448		0.00%	0	-100.00%
433	Misc. Expenses	0				0.00%	0	ERR
491	Unlossln	0				ERR	0	ERR
570	Capital Outlay	0	8,550	27,890		0.00%	0	ERR
703	Transfers to General Fund	0	0	0		ERR	0	ERR
860	Contingencies	0	0	0		ERR	0	ERR
<b>Total Community Center Maint. Fund</b>		15,689	38,632	41,760	0	ERR	0	ERR
(for major facility repair/maintenance)								
<b>Recreation Development Fund</b>								
304	Legal Fees	0	0	0		ERR	0	ERR
314	Professional Services	0	0	0		ERR	0	ERR
350	Printing & Publishing	0	0	0		ERR	0	ERR
433	Misc. Expenses	2,872	2,520			ERR	0	ERR
570	Capital Outlay	0	0	0		ERR	0	ERR
571	New Construction	0	0	0		ERR	0	ERR
<b>Total Recreation Development Fund</b>		2,872	2,520	0	0	ERR	0	ERR
<b>Long Term Designated Capital Fund</b>								
221	Repair & Maintenance - Equip.	128,309	55,337	2,313	1,743	ERR	0	ERR
222	Repair & Maintenance - Buildings	4,784	3,761	0	11,756	ERR	0	ERR
570	Capital Outlay	36,147	392	92,202	22,911	50.91%	0	-100.00%
571	New Construction	0	0	0	0	ERR	0	ERR
601	Bond Principal	0	0	0	0	ERR	0	ERR
611	Bond Interest	0	0	0	0	ERR	0	ERR
700	Transfers	0	0	31,699	0	ERR	0	ERR
<b>Total Long Term Designated Capital Fund</b>		169,240	59,490	126,213	36,410		0	
<b>Total Special Revenue Fund Expenditures</b>		222,081	159,068	204,173	78,318	79.92%	52,300	-46.63%

## City of Ada - 2015 Budget

## Special Fund Revenues

10-Dec-2014

As of 6/30

Revenue	2011	2012	2013	2014	Actual	Proposed	%Increase
Code	Actual	Actual	Actual	YTD	Budget	as % of 2015 Budget	or (Decrease) over '14 Budget

**ARP '88 Revolving Loan Fund**

36100 Special Assessment Revenue	0	0	0	0	0	ERR	0
36101 Loan Payback	5,038	0	0	0	0	ERR	0
36210 Interest	0	0	0	0	0	ERR	0
36200 Transfers In	0	0	0	0	0	ERR	0
<b>Total ARP '88 Revolving Loan Fund</b>	<b>5,038</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>ERR</b>	<b>0</b>

**ADA EDA Development & Revolving Loan Fund**

31000 Property Taxes - Current	0	0	0	0	0	ERR	0
31200 Property Taxes - Delinquent	0	0	0	0	0	ERR	0
36101 Loan Payback	12,966	0	0	5,473	15,000	36.49%	10,000
36200 Transfers In	0	0	0	0	10,000	0.00%	0
36210 Interest	0	0	0	0	0	ERR	0
36295 Misc. Revenue	0	0	0	0	0	ERR	0
<b>Total ADA EDA Dev. &amp; Revolving Loan Fund</b>	<b>12,966</b>	<b>0</b>	<b>0</b>	<b>5,473</b>	<b>25,000</b>	<b>21.89%</b>	<b>10,000</b>

**Library Fund**

31000 Property Taxes - Current	8,320	0	0	6,055	11,100	54.55%	0
31200 Property Taxes - Delinquent	171	0	0	257	0	ERR	0
33402 Homestead & Ag Credit	1,050	0	0	0	0	ERR	0
36210 Interest	480	0	0	88	500	17.60%	0
36222 Dividends	0	0	0	0	0	ERR	0
36230 Donations Library	0	0	0	0	0	ERR	0
<b>Total Library Fund</b>	<b>10,021</b>	<b>0</b>	<b>0</b>	<b>6,400</b>	<b>11,600</b>	<b>55.17%</b>	<b>0</b>

**Public Works Fund**

31000 Property Taxes - Current	4,979	0	0	3,493	6,400	54.58%	0
31200 Property Taxes - Delinquent	240	0	0	157	0	ERR	0
33402 Homestead & Ag Credit	600	0	0	0	0	ERR	0
36100 Special Assessment Revenue	0	0	0	0	0	ERR	0
36110 Special Assessment Paid Up	0	0	0	0	0	ERR	0
36200 Transfers In	0	0	0	0	10,000	0.00%	0
36295 Misc. Revenue	0	0	0	0	0	ERR	0
<b>Total Public Works Fund</b>	<b>5,819</b>	<b>0</b>	<b>0</b>	<b>3,650</b>	<b>16,400</b>	<b>22.25%</b>	<b>0</b>

**Community Center Maintenance Fund**

36200 Transfers In	0	0	0	0	0	ERR	0
36210 Interest	11,411	0	0	0	20,000	0.00%	10,000
36235 Donations	0	0	0	0	0	ERR	0
<b>Total Community Center Maint Fund</b>	<b>11,411</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>0.00%</b>	<b>10,000</b>

**Recreation Development Fund**

36200 Transfers In	0	0	0	0	0	ERR	0
36210 Interest	480	0	0	88	500	17.60%	0
36230 Donations	0	0	0	0	0	ERR	0
36235 Donations Community Center	0	0	0	0	0	ERR	0
36295 Misc. Revenue	0	0	0	0	0	ERR	0
<b>Total Recreation Development Fund</b>	<b>480</b>	<b>0</b>	<b>0</b>	<b>88</b>	<b>500</b>	<b>17.60%</b>	<b>0</b>

**City of Ada - 2015 Budget**

**Special Fund Revenues**

		10-Dec-2014			As of 6/30		Actual		Proposed		%Increase or (Decrease) over 14 Budget
Revenue Code	Revenue Description	2011 Actual	2012 Actual	2013 Actual	2014 YTD	2014 Budget	as % of Budget	2015 Budget			
Total Special Fund Revenues		45,734	0	0	15,610	73,500	21.24%	20,000	-72.79%		

# City of Ada - 2015 Budget

## TIF Fund Revenues & Expenditures 10-Dec-2014

Revenue Code	Revenue Description	As of 6/30				Actual		Proposed	
		2011 Actual	2012 Actual	2013 Actual	2014 YTD	2014 Budget	as % of Budget	2015 Budget	%Increase or (Decrease) over 14 Budget

### TIF District 2-1 Redevelopment District Fund

31000	Property Taxes - Current	0	0	0	0	0	ERR	0	ERR
31200	Property Taxes - Delinquent	0	0	0	0	0	ERR	0	ERR
36200	Transfers In	0	0	0	0	0	ERR	0	ERR
36210	Interest	0	0	0	0	0	ERR	0	ERR
36220	Income from Land Sale/Lease	0	0	0	0	0	ERR	0	ERR
36295	Misc. Revenue	0	0	0	0	0	ERR	0	ERR

### Total TIF District 2-1 Revenues

0	0	0	0	0	0	0	ERR	0	ERR
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### TIF District 2-2 Housing District Fund

31000	Property Taxes - Current	15,760	17,858	20,860	10,688	15,000	71.25%	15,000	0.00%
33402	HACA	1,344	0	0	0	0	ERR	0	ERR
36200	Transfers In	0	0	0	0	0	ERR	0	ERR
36210	Interest	0	0	0	0	0	ERR	0	ERR
36220	Income from Land Sale/Lease	0	0	0	0	0	ERR	0	ERR
36295	Misc. Revenue	0	0	0	0	0	ERR	0	ERR

### Total TIF District 2-2 Revenues

17,104	17,858	20,860	10,688	15,000	71.25%	15,000	0.00%
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### Total TIF Fund Revenues

17,104	17,858	20,860	10,688	15,000	71.25%	15,000	0.00%
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### Expense Code

### TIF District 2-1 Redevelopment District Fund

304	Legal Expenses & Professional	0	0	0	0	0	ERR	0	ERR
601	Bond Principal	0	0	0	0	0	ERR	0	ERR
611	Bond Interest	0	0	0	0	0	ERR	0	ERR
700	Transfers Out	0	0	0	0	0	ERR	0	ERR
860	Contingencies	0	0	0	0	0	ERR	0	ERR

### Total TIF District 2-1 Expenses

0	0	0	0	0	0	0	ERR	0	ERR
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### TIF District 2-2 Housing District Fund

304	Legal Expenses & Professional	0	0	0	0	0	ERR	0	ERR
433	Misc. Expenses	8,195	8,825	7,783	39,204	15,000	261.36%	15,000	0.00%
601	Bond Principal	0	0	0	0	0	ERR	0	ERR
611	Bond Interest	0	0	0	0	0	ERR	0	ERR
700	Transfers Out	0	0	0	0	0	ERR	0	ERR
860	Contingencies	0	0	0	0	0	ERR	0	ERR

### Total TIF District 2-2 Expenses

8,195	8,825	7,783	39,204	15,000	261.36%	15,000	0.00%
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### Total TIF Fund Expenses

8,195	8,825	7,783	39,204	15,000	261.36%	15,000	0.00%
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## RESOLUTION NO. 2014-12-03

STATE OF MINNESOTA  
COUNTY OF NORMAN  
CITY OF ADA

**RESOLUTION SETTING 2014 FINAL TAX LEVY COLLECTIBLE IN 2015  
FOR SUPPORT OF THE GENERAL FUND & OTHER FUNDS OF THE CITY OF ADA**

**BE IT RESOLVED** by the City Council of the City of Ada, County of Norman, Minnesota, that the following sums of money be levied for the current year, collectible in 2015, upon the taxable property in the City of Ada, for the following purposes:

General Fund	\$302,683
Library Fund	11,100
Public Works Fund	6,200
Long Term Designated Capital Fund	<u>45,000</u>
<b>Total Levy</b>	<b>\$364,983</b>

The foregoing resolution was introduced by Council member \_\_\_\_\_ and seconded by Council member \_\_\_\_\_ who moved its adoption and vote on the acceptance was recorded as follows:

Ayes:

Nayes: None.

Absent: None.

The Mayor then declared this resolution passed this 18<sup>th</sup> day of December, 2014 and the City Clerk is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Norman County, Minnesota.

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Jim Ellefson, Mayor

ATTEST:

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Kristi Henderson, Interim Clerk/Treasurer

**ORDINANCE NO. 459**

**AN ORDINANCE AUTHORIZING THE TRANSFER OF FUNDS**

**THE CITY COUNCIL OF THE CITY OF ADA DOES HEREBY ORDAIN:**

Section 1. From the Hospital Fund (607), the sum of Eighty Thousand and No cents (\$80,000) shall be transferred to the Water and Sewer Fund (602).

Section 2. From the Hospital Fund (607), the sum of Nine Thousand Seven Hundred Forty – five Dollars and No cents (\$9,745.00) shall be transferred to the Liquor Fund (609).

Upon being put to a vote, the above ordinance was duly passed after its second reading by the City Council of the City of Ada this \_\_\_ day of \_\_\_\_\_, 20\_\_ by the following vote:

Ayes:

Nayes: None.

Absent: None.

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Jim Ellefson, Mayor

ATTEST:

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Kristi Henderson, Interim City Clerk/Treasurer

**RESOLUTION NO. 2014-12-04**

**STATE OF MINNESOTA  
COUNTY OF NORMAN  
CITY OF ADA**

**RESOLUTION ENTERING INTO A GRANT AGREEMENT WITH THE DEPARTMENT OF  
PUBLIC SAFETY**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ADA THAT:**

Be it resolved that the City of Ada enter into a grant agreement with the Minnesota Department of Public Safety, for traffic safety projects during the period from October 1, 2014 through September 30, 2016.

The Mayor and Clerk are hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of the City of Ada and to be the fiscal agents and administer the grant.

The foregoing resolution was introduced by Council member \_\_\_\_ and seconded by Council member \_\_\_\_ who moved its adoption and vote on the acceptance was recorded as follows:

Ayes:

Nayes: None.

Absent: None.

The Mayor then declared this resolution passed this 18<sup>th</sup> day of December, 2014.

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Jim Ellefson, Mayor

ATTEST:

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Kristi Henderson, Interim Clerk/Treasurer



**SECOND AMENDED AND RESTATED  
JOINT POWERS AGREEMENT FOR THE  
PINE TO PRAIRIE  
DRUG AND VIOLENT CRIME TASK FORCE**

**THIS SECOND AMENDED AND RESTATED AGREEMENT** is made and entered into by the undersigned, who are units of government responsible for the enforcement of controlled substance, gang, and violent crime laws in their respective jurisdictions. This agreement is made pursuant to the authority conferred upon the parties by the laws of the State of Minnesota, including the Joint Exercises of Powers Act, Minn. Stat. 471.59.

**WHEREAS**, the Pine to Prairie Drug Task Force was organized and established by the County of Polk, the City of Crookston, and the City of East Grand Forks, pursuant to a Joint Powers Agreement ("Original Agreement") in 2008; and

**WHEREAS**, from time to time, the Original Agreement was amended pursuant to its terms by agreement of the parties; and

**WHEREAS**, an Amended and Restated Pine to Prairie Drug Task Force Joint Powers Agreement ("Amended Agreement") was approved by the parties in early 2014. The Amended Agreement incorporated all previously approved amendments to the Agreement and amended the Agreement to provide for participation by U.S. Customs and Border Protection as a non-voting member; and

**WHEREAS**, the undersigned parties desire to further amend and restate the Amended Agreement to change the name of the task force and to provide for participation of other Counties and Cities located in Northwest Minnesota in the task force as stated below.

**NOW, THEREFORE**, the undersigned Governmental Units, in the joint and mutual exercise of their powers, agree as follows:

**1. Name.**

- 1.1 The name of the joint powers entity created herein shall be the "Pine to Prairie Drug Task Force" (hereinafter "PTPDTF").

**2. General Purpose.**

- 2.1 The purpose of this Agreement is to establish an organization to coordinate efforts to investigate, apprehend, and prosecute drug, gang, and violent crime offenders. The PTPDTF shall seek to target felonies that have the likelihood of being related to the distribution of narcotics, gang activity, violent crimes, and/or other cases that have multi-jurisdictional impact.

**3. Members.**

- 3.1 The Members of this Agreement shall consist of the following units of government:

The City of Crookston (Full member);  
The City of East Grand Forks (Full member);

The County of Polk (Full member);  
 The County of Roseau (Full Member)  
 The County of Pennington and the City of Thief River Falls (Full Member - Combined);  
 The County of Norman (Associate Member);  
 The City of Ada (Associate Member);  
 The County of Red Lake (Associate Member);  
 The County of Marshall (Liaison Member);  
 The County of Kittson (Liaison Member);  
 The County of Lake of the Woods (Liaison Member)  
 U.S. Customs and Border Protection and Homeland Security Investigations (non-voting, Full Member - Combined);

3.2 The Polk County Attorney's Office shall participate as the legal advisor to the PTPDTF. However, when necessary, each of the respective Members to this Agreement shall obtain legal advice from their respective County Attorneys on cases from their respective jurisdictions.

3.4 The Members to this Agreement shall cooperate and use their best efforts to ensure that the various provisions of the Agreement are fulfilled. The Members agree to act in good faith to undertake resolutions of disputes, if any, in an equitable and timely manner and in accordance with the provisions of this Agreement.

3.5 Full, Associate, and Liaison Members. Each Member to the PTPDTF shall assign at least one experienced peace officer to serve as an Agent on the task force, subject to the provisions set forth below.

3.5.1 Full Members. Each Full Member shall assign a peace officer to be an Agent on the task force, and such assignment shall be the principal assignment of such peace officer.

3.5.2 Associate Members. Each Associate Member is not required to assign a peace officer as an Agent to the task force, but will participate in PTPDTF investigations, operations and activities on occasion. Participation in occasional task force investigations, operations and activities by peace officers from an Associate Member will be initiated by requests from full time PTPDTF Agents or by the initiation of cases by the Associate Member officers that require or would benefit from task force assistance or participation. Task force case participation by Associate Member peace officers is contingent upon the Associate Member agency's supervisory notification and approval, if possible under the circumstances.

3.5.2.1 Associate Members agree to contribute towards the annual budget of the PTPDTF, the following sums:

The County of Norman	\$10,000
The City of Ada	\$10,000
The County of Red Lake	\$5,000

Such funds contributed by Associate Members shall be used by the PTPDTF for buy funds and operational funds, as directed by the Governing Board.

3.5.3 Liaison Members. Each Liaison Member is not required to assign a peace officer as an Agent to the task force, but will participate in PTPDTF investigations, operations and activities on occasion. Participation in occasional task force activities by peace officers from a Liaison Member will be initiated by requests from full time PTPDTF Agents or by the initiation of cases by the Liaison Member officers that require or would benefit from task force assistance or participation. Task force case participation by Liaison Member peace officers is contingent upon the Liaison Member agency's supervisory notification and approval, if possible under the circumstances.

3.6 Peace officers, who are assigned by Associate or Liaison Members to participate in PTPDTF investigations and operations, shall report to the Task Force Commander or Team Leader(s) during the course of joint operations or investigations. During joint operations and investigations, the Task Force Commander or Team Leader(s) or designee shall update and coordinate with the Associate or Liaison Member officer's supervisor to ensure compliance with work standards and department policy.

3.7 Peace officers, who are assigned by Associate or Liaison Members to participate in PTPDTF investigations and operations, shall be trained in the established operational protocols and practices of the PTPDTF. Operations involving the use of PTPDTF confidential funds shall require involvement of a full time PTPDTF Agent. Use of PTPDTF equipment by Associate Member or Liaison Member officers is allowed after the officer is trained in the use of the equipment and is approved by the Task Force Commander or Supervisor.

#### **4. Term of Agreement.**

4.1 The term of this Agreement shall be for one (1) year, commencing January 1, 2015, and terminating on December 31, 2015, unless terminated earlier, pursuant to Section 12.1 of this Agreement.

4.2 The Members agree that this Agreement shall be automatically extended for successive one-year terms upon the same terms, conditions, and covenants, unless the PTPDTF is dissolved prior to expiration of the initial or successive term.

#### **5. Coordinating Agency.**

5.1 Unless otherwise provided by resolution of the Governing Board, the City of Crookston shall serve as the Coordinating Agency.

5.2 Acting on behalf of the PTPDTF and its members, the Coordinating Agency shall apply for state and/or federal funding through grant agreements with the Minnesota Department of Public Safety, Office of Justice Programs (OJP) the

United States Department of Justice, Bureau of Justice Assistance, and/or any other sources of grant funding available to support the operations and expenses of the PTPDTF ("Grant Funds"). Unless otherwise designated by resolution of the Governing Board, the City of Crookston Chief of Police shall be the "authorized official" as defined in the general policies and procedures for applying for and accepting Grant Funds.

**6. Governing Board.**

6.1 Creation and Composition. A joint powers board, known as the PTPDTF Governing Board, is established for the purposes contained herein with the powers and duties set forth in this Agreement. The Governing Board shall consist of not less than six members, nor more than 11 members, which shall include the chief law enforcement officer, or his/her designee, from each participating Full Member agency, an attorney from the Polk County Attorney's Office, and up to five additional members selected by the Governing Board. Board members shall not be deemed employees of the PTPDTF and shall not be compensated by it.

6.2 Officers.

6.2.1 At the first meeting of each year, the Governing Board shall elect from the persons representing Full Members a Chair, a Vice-Chair, and such other officers, if any, as it deems necessary to conduct its meetings and affairs. The prosecuting attorney shall not be eligible to serve as an officer of the Governing Board. Associate and Liaison Members shall not be entitled to representation on the Governing Board, but shall be entitled to attend meetings of the Governing Board and serve in an advisory role to the Governing Board.

6.2.2 The Governing Board may adopt rules and regulations governing its meetings. Such rules and regulations may be amended from time to time at either a regular or a special meeting of the Board provided that at least ten (10) days prior notice of the meeting has been furnished to each Board member.

6.2.3 The Chair and any other officers so selected shall serve for a term of one (1) year or until the officer ceases to be a Governing Board member, whichever is shorter.

6.2.4 The Chair shall have no more power than any other member of the Governing Board, except that the Chair shall have the authority to do the following:

6.2.4.1 Give notice of any meetings when scheduled or otherwise called;

6.2.4.2 Call meetings to order and provide for their orderly and efficient conduct;

6.2.4.3 Provide for the preparation of minutes of all meetings; and

6.2.4.4 When authorized by the passage of a motion by the Governing Board, execute such contracts, agreements,

reports, filings, and other documents as necessary on behalf of the PTPDTF.

### 6.3 Meetings.

6.3.1 The Governing Board shall meet at least quarterly and shall have such other special meetings at such times and places as Chair of the Governing Board shall determine. Special meetings may be held on three (3) days' notice by the Chair or any two (2) Governing Board members, except that a special meeting to consider adoption of or amendments to the Governing Board's operating rules pursuant to Section 6.2.2 shall require ten (10) days' notice. The presence of a majority of the duly appointed voting members of the Governing Board at a meeting shall constitute a quorum.

6.3.2 Each Governing Board member shall be entitled to one vote, with the exception of the member from U.S. Customs and Border Protection and Homeland Security Investigations, whose assigned Governing Board member shall act in an advisory capacity only. Proxy voting is not permitted. The Governing Board shall function by a majority vote of the board members present, except as provided herein.

6.3.2.1 An affirmative vote of at least two-thirds of the members shall be required to:

6.3.2.1.1 Approve or amend the budget;

6.3.2.1.2 Abolish or dissolve the PTPDTF; or

6.3.2.1.3 Designate a Coordinating Agency, pursuant to Section 5.

### 6.4 Duties and Powers.

6.4.1 The Governing Board may adopt and amend such bylaws that it may deem necessary or desirable for the conduct of the business of the Governing Board. Such bylaws shall be consistent with the terms of this Agreement and any applicable laws or regulations.

6.4.2 The Governing Board may enter into any contract necessary or proper for the exercise of its powers or the fulfillment of its duties and may enforce such contracts to the extent available in equity or at law. The Governing Board may authorize the Chair or Vice Chair of the Governing Board to execute those contracts.

6.4.3 The Governing Board may disburse funds in a manner which is consistent with this Agreement and with the method provided by law for the disbursement of funds by the Members to this Agreement. Such disbursements shall be made through the Fiscal Agent approved by the Governing Board.

6.4.4 The Governing Board may apply for and accept gifts, grants or loans of money or other property or assistance from the United States Government, the State of Minnesota, or any person, association or

agency for any of its purposes. The Governing Board may enter into any agreement in connection therewith, and hold, use and dispose of such money, property or assistance in accordance with the terms of the gift, grant or loan relating thereto.

6.4.5 The Governing Board may cooperate with other federal, state, and local law enforcement agencies to accomplish the purpose for which it is organized.

6.4.6 Other Conditions:<sup>1</sup> even though it may otherwise be stated herein, the PTPDTF, and each of its members, further agree as follows:

6.4.6.1 The PTPDTF will meet and maintain the conditions of eligibility established as a part of the Request for Proposal that established funding for the grant funded project.

6.4.6.2 The PTPDTF will be in compliance with the Open Meeting Law requirements contained in Minn. Stat., Chapter 13D.

6.4.6.3 The PTPDTF will be subject to the operational command and supervision of one of the participating agencies.

6.4.6.4 The PTPDTF will be subject to a biennial operational and financial audit contracted out to an external organization not associated with us and designed to ensure that our multijurisdictional entity and our designated fiscal agent are in compliance with applicable legal requirements, proper law enforcement standards and practices and effective financial controls.

6.4.6.5 The PTPDTF will ensure that it has adequate staffing and funding to support law enforcement, prosecutorial and financial operations, including bookkeeping, evidence handling and inventory recording.

6.4.6.6 The PTPDTF will process all seized cash, physical assets and evidence through the standard evidence handling procedures established by its policies and procedures or the policies and procedures of one or more of its Members.

6.4.6.7. Officers participating in the PTPDTF shall be subject to annual performance reviews conducted by its operational supervisor.

6.4.6.8. The PTPDTF governing board will require that the prosecutor on the governing board who shall: (1) Recommend to the governing board the nature and frequency of training for officers assigned to the

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<sup>1</sup> These conditions originally were agreed to and adopted by the Governing Board pursuant to a Resolution of the PTPDTF adopted October 14, 2010.

PTPDTF in order to increase successful prosecutions; (2) Advise the PTPDTF on the lawful handling and processing of seized property and evidence and forfeited property and money; and (3) Ensure that seizures and forfeitures are reported in accordance with Minn. Stat. § 609.5315, subd. 6.

- 6.4.6.9 The fiscal agent appointed by the Governing Board shall be approved by the Department of Public Safety. The Governing Board will require the fiscal agent to adhere to these conditions.
- 6.4.7 From the full-time Agents assigned to the PTPDTF pursuant to Section 7, the Governing Board shall appoint a Task Force Commander, who shall be responsible for overseeing and coordinating the day-to-day operations of the PTPDTF, subject to the supervision and direction of the Governing Board. The Task Force Commander must be a full-time, licensed peace officer of a full Member of the PTPDTF. The Task Force Commander shall remain an employee of the Member that has assigned them to the PTPDTF. Such Task Force Coordinator shall perform duties in accordance with Section 8 herein.
- 6.4.8 The Governing Board shall formulate policies and procedures to govern the Task Force Commander and PTPDTF Agents. In the absence of PTPDTF policies and procedures, the Task Force Commander and the Agents shall be governed by the policies and procedures of the respective law enforcement agency of the Member that appointed them to the PTPDTF.
- 6.4.8 The Governing Board shall cause to be made an annual audit of the books and accounts of the PTPDTF and shall make and file a report to its members which includes the following information:
  - 6.4.8.1 The financial condition of the PTPDTF;
  - 6.4.8.2 The business transacted by the PTPDTF; and
  - 6.4.8.3 Any other matters which affect the interests of the PTPDTF.
- 6.4.10 The PTPDTF's books, receipts, and records shall be open to inspection by its Members at all reasonable times.
- 6.4.11 The Governing Board may contract with any of its Members to take title to, hold, manage and convey real and/or personal property obtained by the PTPDTF as a result of civil asset forfeiture proceedings.
- 6.4.12 The Governing Board may hold such property as may be required to accomplish the purposes of this Agreement and upon termination of this Agreement make distribution of such property as provided for in Section 12.2 of this Agreement.

## **7. Duties of Task Force Members.**

- 7.1 Each Full Member shall assign one experienced, licensed peace officer to serve as Agents for the PTPDTF as follows:
- |  |                              |
|--|------------------------------|
| City of Crookston  | 1 Full Time Equivalent (FTE) |
| City of East Grand Forks                                       | 1 FTE                        |
| County of Polk   | 1 FTE                        |
| County of Pennington &<br>City of Thief River Falls (combined) | 1 FTE                        |
| County of Roseau   | 1 FTE                        |
| U.S. Customs and Border Protection                             | 4 FTEs                       |
| Homeland Security Investigations                               | 1 FTE                        |
- 7.2 Agents assigned to the PTPDTF will be responsible for drug investigation, including but not limited to intelligence gathering and management, case development, and referrals of investigations for prosecution. Agents may also assist other law enforcement agencies in surveillance and undercover operations. Agents will work cooperatively with law enforcement officers from the Members and will work cooperatively with other federal, state, and local law enforcement agencies, as directed by the Task Force Commander.
- 7.3 Agents assigned to the PTPDTF will be supervised by the Task Force Commander or, in his/her absence, by such other agent assigned by the Task Force Commander to act in his/her behalf.
- 7.3.1 From Agents assigned by Members, one or more Team Leaders may be appointed by the Governing Board, with the concurrence of the Agent's member agency, to serve at the pleasure of the Governing Board. Team Leaders so appointed shall act in the absence of the Task Force Commander and will have the duties, responsibility, and authority of the Task Force Commander during the time the Task Force Commander is absent.
- 7.3.1.1 The duties, responsibilities, and authority of the Team Leader(s), while the Task Force Commander is absent, shall be the same as the Task Force Commander as described in Section 8 herein. If there is more than one Team Leader, the Task Force Commander will assign one of the Team Leaders to act as Task Force Commander while the Task Force Commander is absent.
- 7.4 Agents will maintain compliance with the policies and procedures of the PTPDTF, and in the absence of a PTPDTF policy or procedures, Agents shall maintain compliance with the applicable policy or procedure, if any, of his/her appointing Member.
- 7.5 Agents will adhere to all laws of the State of Minnesota and the United States of America.
- 7.6 Unless otherwise agreed to by the Governing Board, the Member appointing an Agent to the PTPDTF shall furnish the Agent with a weapon and a vehicle, and the Member shall pay any lease payments, insurance, maintenance and



operating costs for said vehicle. Further, unless otherwise agreed to by the Governing Board, the Member appointing the Agent shall pay all expenses associated with tuition, travel, lodging and meals incurred on behalf of said Agent.

- 7.7 Agents assigned by the Members shall not be employees of the PTPDTF. Agents shall remain the employees of the Member that has assigned them to the task force and shall be compensated by that Member, except as otherwise provided herein.

7.7.1 Grant Funds will be utilized to ensure that PTPDTF operations are properly funded, including but not limited to the funding of office supplies, support staff salary, cellular telephones and service, liability insurance, training, and confidential funds. The Members agree that remaining Grant Funds will be divided equally among its Full Member agencies for reimbursement of the Full Member assigned agent's salary (excluding benefits).<sup>2</sup>

- 7.8 During the term of this Agreement, the Members agree to maintain the law enforcement officer position assigned to the PTPDTF and shall maintain the FTE staffing assigned to the Task Force as shown in Section 7.1.

## **8. Task Force Commander.**

- 8.1 The Task Force Commander shall serve at the pleasure of the Governing Board and shall be in charge of the day-to-day operation of the PTPDTF, including supervising the task force's assigned personnel, subject to direction received from the Governing Board. The Task Force Commander is responsible for staffing, scheduling, case assignment, case management, record keeping, informant management, buy fund management, petty cash management and intelligence management.
- 8.2 The Task Force Commander will be responsible to keep the Governing Board updated as to the task force's activity, which would include major case development within Member jurisdictions.
- 8.3 The Task Force Commander will supervise the drafting and, when possible, the execution of all search warrants initiated by the PTPDTF and will work cooperatively with the agencies with venue over the case.
- 8.4 The Task Force Commander will be responsible for all buy fund monies and petty cash funds, if any is provided for by resolution of the Governing Board, and will provide the Governing Board with a monthly accounting of all funds disbursed and a written summary of activity involving task for buy money and funds.
- 8.5 The Task Force Commander shall be responsible to coordinate annual leave (vacation) of all Agents under his supervision, in accordance with any bargaining agreement, policy, and guidelines of the Agent's respective appointing Member.
- 8.6 The Task Force Commander shall immediately notify the chair of the Governing

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<sup>2</sup> The Members understand and agree that the amount of reimbursement to Full Member agencies will be equivalent to approximately one-half of their assigned agent's salary, excluding benefits and overtime.

Board and all other members of the Governing Board on any misconduct by Agents under his/her supervision. Such misconduct shall include, but not be limited to, the following: commission of a criminal offense; neglect of duty; violation of PTPDTF policies, rules or procedures, or the policies, rules, and procedures of the respective appointing Member; and conduct that tends to reflect unfavorably upon the PTPDTF or any Member.

- 8.7 The Task Force Commander shall coordinate intelligence among the Members and between the PTPDTF and other local, state, and federal law enforcement agencies.

## **9. Budgeting and Funding.**

- 9.1 The Members intend to fund the cost of operation of the PTPDTF from grant funds and matching funds and/or contributions from the member cities and counties, from the proceeds of forfeiture actions, and from restitution.
- 9.2 The Governing Board shall adopt a budget based upon grant funds, member matching funds and/or contributions, and money made available from other sources. The Governing Board may amend the budget from time to time as provided herein.
- 9.3 The Governing Board shall appoint one of its Members to serve as Fiscal Agent to provide budgeting, recordkeeping, and accounting services necessary or convenient for the operations of the PTPDTF. Such services shall include, but not be limited to:
  - 9.3.1 Management of all PTPDTF funds, including member contributions and grant monies;
  - 9.3.2 Management and tracking of forfeiture assets and proceeds;
  - 9.3.3 Timely payment of any contracted services; and
  - 9.3.4 Maintenance of all relevant bookkeeping and recordkeeping.
- 9.4 No payment on any invoice for services performed by any person providing services or supplying goods to the PTPDTF in connection with this Agreement shall be authorized unless approved by the Chair or Vice Chair of the Governing Board.
- 9.5 The Members agree to contribute their grant funds and required matching funds/contributions, if any, to operate the PTPDTF.
- 9.6 All funds shall be accounted for according to generally accepted accounting principles. The Fiscal Agent shall make a monthly financial report of all expenditures and receipts, and current fund balances to the Board.
- 9.7 The Governing Board may not incur debts and may not incur obligations or approve contracts which will require expenditure of funds in excess of funds available to the PTPDTF.
- 9.8 The Board's obligation to reimburse members for any expense, furnish

equipment and the like is contingent upon the receipt of grant funds for that purpose. If insufficient grant funds are received, the Board may reduce the level of reimbursement and/or reduce other expenditures.

## **10. Seizures, Forfeitures, and Restitution.**

- 10.1 Cash, property, and other items that are seized and thereafter forfeited pursuant to the operations or efforts of the PTPDTF under this Agreement shall be used to support PTPDTF efforts. Additionally, the Members agree that any and all forfeitures of cash, property, and other items, resulting from cases where felony-level drug charges are filed, shall be paid to and/or the property of the PTPDTF, to be used to support PTPDTF efforts.
- 10.2 All money and property that is obtained as a result of PTPDTF efforts and operations shall be forfeited by the Member agency originating the specific case. Forfeitures so initiated shall be cleared through the respective Member's prosecuting authority. Forfeited monies or property shall be distributed in the manner consistent with applicable statutes of the State of Minnesota. Unless otherwise agreed to by a unanimous vote of the Governing Board, the portion of forfeiture proceeds inuring to Members under the applicable law shall be used for the benefit of PTPDTF as provided below.
  - 10.2.1 If the felony-level drug charge is the result of a case initiated by a licensed peace officer who is not a PTPDTF assigned Agent, and the case involved one or more PTPDTF assigned Agents in any way, then the Members agree that fifteen percent (15%) of any net forfeiture proceeds, which are disbursed to the "appropriate agency," pursuant to Minn. Stat. § 609.5315, Subd. 5, shall be disbursed to the Member whose officer initiated the case, and the remainder of the net proceeds shall be disbursed to the PTPDTF.
  - 10.2.2 If the felony-level drug charge is the result of a case initiated by a licensed peace officer who is not a PTPDTF assigned Agent, and the case did not involve any PTPDTF assigned Agents, then the Members agree that that twenty-five percent (25%) of any net forfeiture proceeds, which are disbursed to the "appropriate agency," pursuant to Minn. Stat. § 609.5315, Subd. 5, shall be paid to the Member whose officer initiated the case, and the remainder of the net proceeds shall be disbursed to the PTPDTF.
- 10.3 Forfeiture proceeds hereunder shall be deposited into a PTPDTF forfeited funds account to be maintained by the Coordinating Agency. In the case of Federal forfeiture actions, established Federal Rules shall be followed. Fine or restitution monies ordered paid to the PTPDTF by court order may be used to offset equipment or operating costs of the PTPDTF which are not funded by grant or matching monies, subject to compliance with applicable laws.
- 10.4 If expenses from a forfeiture exceed the sale proceeds, the Governing Board shall provide for reimbursement from other funds of the PTPDTF.
- 10.5 The use and disbursement of all cash and/or property forfeited to the PTPDTF pursuant to this Agreement shall be in accordance with Minnesota law and must be approved by the Governing Board. Any disputes on disbursement of funds will be decided by the Governing Board.

## **11. Insurance and Indemnification.**

### **11.1 Insurance.**

- 11.1.1 The PTPDTF will maintain liability coverage with the League of Minnesota Cities Insurance Trust (LMCIT) with a limit of at least \$2,000,000 per occurrence, under standard LMCIT liability coverage forms.
- 11.1.2 Alternatively, the PTPDTF may maintain equivalent private liability insurance coverage. Such coverage may be provided through separate policies for commercial general liability (CGL) and law enforcement liability. Such private liability insurance policies must comply with the following requirements:
  - 11.1.2.1 Each policy shall have a limit of at least \$2 million per occurrence. If the policy contains a general aggregate limit, the general aggregate limit shall not be less than \$2,000,000.
  - 11.1.2.2 The CGL insurance shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and contractually-assumed liability.
  - 11.1.2.3 Each member, and each member's officers, employees, and volunteers, shall be named as additional covered parties on each policy for all claims arising from PTPDTF activities or operations.
- 11.1.3 Each Member agrees to procure and maintain insurance for auto liability and damage to or loss of property with respect to any automobile(s) and/or property/equipment supplied by the Member for PTPDTF efforts. Each member shall be responsible for damages to or loss of its own equipment. Each Member waives the right to, and agrees that it will not, bring any claim or suit against the PTPDTF or any other Member for damages to or loss of its equipment arising out of participation in or assistance with PTPDTF operations or activities, even if the damages or losses were caused wholly or partially by the negligence of any other Members, or its officers, employees, and/or volunteers.
- 11.1.4 Each Member shall be responsible for injuries to or death of its own personnel, including those assigned to the PTPDTF. Each Member will maintain workers' compensation insurance or self-insurance coverage, covering its own personnel while they are assigned to the PTPDTF or are otherwise participating in or assisting with PTPDTF operations or activities. Each Member waives the right to, and agrees that it will not, bring any claim or suit against the PTPDTF or any of its Members for any workers' compensation benefits paid to its own employee or dependents, that arise out of participation in or assistance with PTPDTF operations or activities, even if the injuries were caused wholly or partially by the negligence of any other Member or its officers, employees, or volunteers.
- 11.1.5 All insurance policies and certificates required under this agreement shall be

open to inspection by any member and copies of the policies of certificates shall be submitted to a member upon written request.

- 11.1.6 Any excess or uninsured liability of the PTPDTF shall be borne equally by all of the Members, but this does not include the liability of any individual officer, employee, or volunteer that which arises from his or her own malfeasance, willful neglect of duty, or bad faith.

## 11.2 Indemnity.

- 11.2.1 The PTPDTF agrees to defend and indemnify the Members for any and all claims, losses, damage, liability, suits, judgments, costs, and expenses by reason of the action or inaction of its employees assigned to the PTPDTF for claims arising from PTPDTF activities or operations and decisions of the Governing Board.
- 11.2.2 The Agreement to indemnify and hold harmless provided herein does not constitute a waiver by any Member of limitations on liability provided by Minnesota Statutes, Chapter 466. Under no circumstances shall a Member be required to pay on behalf of itself and other Members, any amounts in excess of the limits on liability established in Minnesota Statutes, Chapter 466, applicable to any other Member. The limits of liability for some or all of the Members may not be added together to determine the maximum amount of liability for any Member.
- 11.2.3 Nothing herein shall be construed to provide insurance coverage or indemnification to an officer, employee, or volunteer of any Member for any act or omission for which the officer, employee, or volunteer is guilty of malfeasance in office, willful neglect of duty, or bad faith.

## 12. Termination / Withdrawal.

- 12.1 Termination. This Agreement shall terminate upon the occurrence of any one of the following events, whichever occurs first:
  - 12.1.1 When necessitated by operation of law or as a result of a decision by a court of competent jurisdiction;
  - 12.1.2 When necessitated based upon the failure to obtain the necessary grant funding from the State of Minnesota and/or the United States federal government and/or Member agencies and other local sources of funding; or
  - 12.1.3 When two-thirds of the Members agree by resolution to terminate the agreement upon a date certain.
- 12.2 Effect of Termination. Upon termination of this Agreement, the Governing Board shall provide for the distribution of all PTPDTF funds and assets in the following manner:
  - 12.2.1 The Governing Board may determine to sell and liquidate any and all non-

monetary assets prior to distribution.

12.2.2 Any and all personal property used by the PTPDTF and owned by a Member shall be returned to that Member upon dissolution of the PTPDTF.

12.2.3 All remaining funds and assets shall be distributed to the Members in proportion to the full-time equivalent (FTE) contributions of each Member to the PTPDTF. Only Members who have been a member of the PTPDTF continuously for 24 months immediately preceding dissolution shall be entitled to a share in the distribution.

### **12.3 Withdrawal.**

12.3.1 Any Member may withdraw from this Agreement upon six months' written notice to the Governing Board.

12.3.2 Withdrawal shall not act to discharge any liability incurred by the Member prior to withdrawal. Such liability shall continue until discharged by law or agreement of the remaining Members.

12.3.3 If a Member withdraws from the PTPDTF, and the remaining Members decide to continue the operations of the PTPDTF under the terms of this Agreement, including any amendment(s) thereto, the withdrawing Member shall not be entitled to the distribution of any assets or funds under Section 12.2, above, except as provided by Section 12.2.2.

12.3.4 In the event of withdrawal by any Member, this Agreement shall remain in full force and effect as to all remaining Members.

### **13. Modification of Agreement.**

13.1 Any alterations, modifications, or amendments of the provisions of this Agreement shall only be valid if they have been reduced to writing and duly approved and signed by all of the Members.

### **14. Counterparts.**

14.1 This Agreement may be executed in several counterparts, each of which shall be an original, and all of which shall constitute but one and the same instrument.

**IN WITNESS WHEREOF**, the undersigned governmental units, by action of their governing bodies, caused this Agreement to be executed in accordance with the authority of Minn. Stat. § 471.59.

**CITY OF ADA**

The Ada City Counsel duly approved this Agreement on the \_\_\_\_ day of \_\_\_\_\_, 201 \_\_\_\_.

City of Ada

By \_\_\_\_\_  
Dennis Roux, Mayor

Attest \_\_\_\_\_  
Kristi Henderson, City Clerk-Treasurer

Approved as to form and content:

\_\_\_\_\_  
Josh Heggen, City Attorney

**U.S. Customs and Board Protection/Homeland Security Investigations**

U.S. Customs and Board Protection/Homeland Security Investigations duly approved this Agreement on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Department of Homeland Security

By \_\_\_\_\_  
Douglas Harrison, Acting Chief Patrol Agent  
U.S. Customs and Border Protection



## ORDINANCE NO. 458

### AN ORDINANCE FOR THE CITY OF ADA AMENDING CHAPTER 6, ARTICLE II, REGULATING THE SALE OF ALCOHOLIC BEVERAGES WITHIN THE CITY LIMITS

The City Council of the City of Ada, Minnesota, does hereby ordain:

Section 1. That the following provisions of the Municipal Code of Ada, Minnesota, Chapter 6, Article II, shall be amended as follows:

#### **Section 6-51. Required.**

- (a) *Generally; six kinds.* No person, except a wholesaler or manufacturer to the extent authorized under a state license, shall directly or indirectly deal in, sell or keep for sale in the city any intoxicating liquor without a license to do so as provided in this article. Liquor licenses shall be of six kinds: on-sale, on-sale wine, off-sale, combination licenses, special club and set-up licenses.
- (b) *On-sale licenses.* On-sale licenses shall be issued only to hotels, clubs, restaurants and exclusive liquor stores and shall permit on-sale of liquor only, with a minimum seating capacity of 60 persons. Sunday on-sale licenses shall be issued only for entities which hold an on-sale intoxicating liquor license.
- (c) *On-sale wine licenses.* On-sale wine licenses shall be issued only to restaurants meeting the qualifications of M.S.A. § 340A.404, subd. 5, and shall permit only the sale of wine not exceeding 14 percent alcohol by volume for consumption on the licensed premises only in conjunction with the sale of food.
- (d) *Off-sale license.* Off-sale licenses shall be issued only to drugstores and exclusive liquor stores and shall permit off-sale of liquor only.
- (e) *Combination licenses.* A combination on-sale and off-sale license shall be issued only to an exclusive liquor store.
- (f) *Special club licenses.* Special club licenses shall be issued only to incorporated clubs which have been in existence for 15 years or more, or to congressionally chartered veterans' organizations which have been in existence for ten years.
- (g) *Set-up license.* A set-up license is required of every person or other business establishment which shall directly or indirectly, or upon the premises or by any device, allow the serving of any liquid for the purpose of mixing with intoxicating liquors which shall be referred to in this division as a set-up without first having obtained a license.

### **Section 6-57. Conditions.**

- (a) *Generally.* Every intoxicating liquor license is subject to the conditions in the following subsections and all other provisions of this article and of any other applicable ordinance, state law or regulation.
- (b) *Licensee's responsibility.* Every licensee is responsible for the conduct of his place of business and the conditions of sobriety and order in it. The act of any employee on the licensed premises authorized to sell intoxicating liquors is deemed the act of the licensee as well, and the licensee shall be liable to all penalties provided by this article and the law, equally with the employee.
- (c) *Inspections.* Every licensee shall allow any peace officer, health officer or properly designated officer or employee of the city to enter, inspect and search the premises of the licensee during business hours without a warrant.
- (d) *Display of liquor during prohibited hours.* No on-sale establishment shall display liquor to the public during hours when the sale of liquor is prohibited.
- (e) *Federal stamps.* No licensee shall possess a federal wholesale liquor dealer's special tax stamp or a federal gambling stamp.
- (f) *Hours and days of operation.* The hours for on-sale licensees shall be the same as Minn. Stat. § 340A.504, which provides that on-sale licensees shall not serve liquor between 2:00 a.m. and 8:00 a.m. on the days of Monday through Saturday, nor after 2:00 a.m. on Sundays, except as permitted by a Sunday on-sale license. All patrons shall vacate the premises at 2:00 a.m. each business day. On-sale licensees may be open on Sundays after 8:00 a.m. for the sole purpose of the preparation and sale of meals only, unless the licensee is eligible for, and has obtained, a Sunday on-sale license pursuant to the requirements of Minn. Stat. § 340A.504, subd. 3. Licensees with a valid Sunday on-sale license may also open for the purpose of liquor sales from 10:00 a.m. on Sunday until 2:00 a.m. on Monday.
- (g) *Underage bartending.* Under no condition shall any individual under 19 years of age be allowed to bartend at any on-sale licensed establishment.

**Sec. 6-88. Hours and days of sale.**

No sales of 3.2 percent malt liquor may be made between 2:00 a.m. and 8:00 a.m. on the days of Monday through Saturday, nor between 2:00 a.m. and 10:00 a.m. on Sunday.

Other Provisions Not Amended Remain Effective. All other sections of the Municipal Code of Ada, Minnesota, Chapter 6, Article II, not amended by this Ordinance remain in full force and effect.

Effective Date. This Ordinance becomes effective from and after its passage and publication.

Upon being put to a vote, the above Ordinance was duly passed after a second reading by the City Council of the City of Ada this \_\_\_\_ day of \_\_\_\_\_, 2014 by the following vote:

Ayes:

Nays:

Absent:

\_\_\_\_\_  
Jim Ellefson, Mayor

Attested:

\_\_\_\_\_  
Kristi Henderson  
Interim City Clerk/Treasurer

**Flood Hazard Mitigation Grant Applicant: City of Ada**

Beginning Date of Grant: July 23, 2010

Date Submitted: December 18, 2014

[illegible]